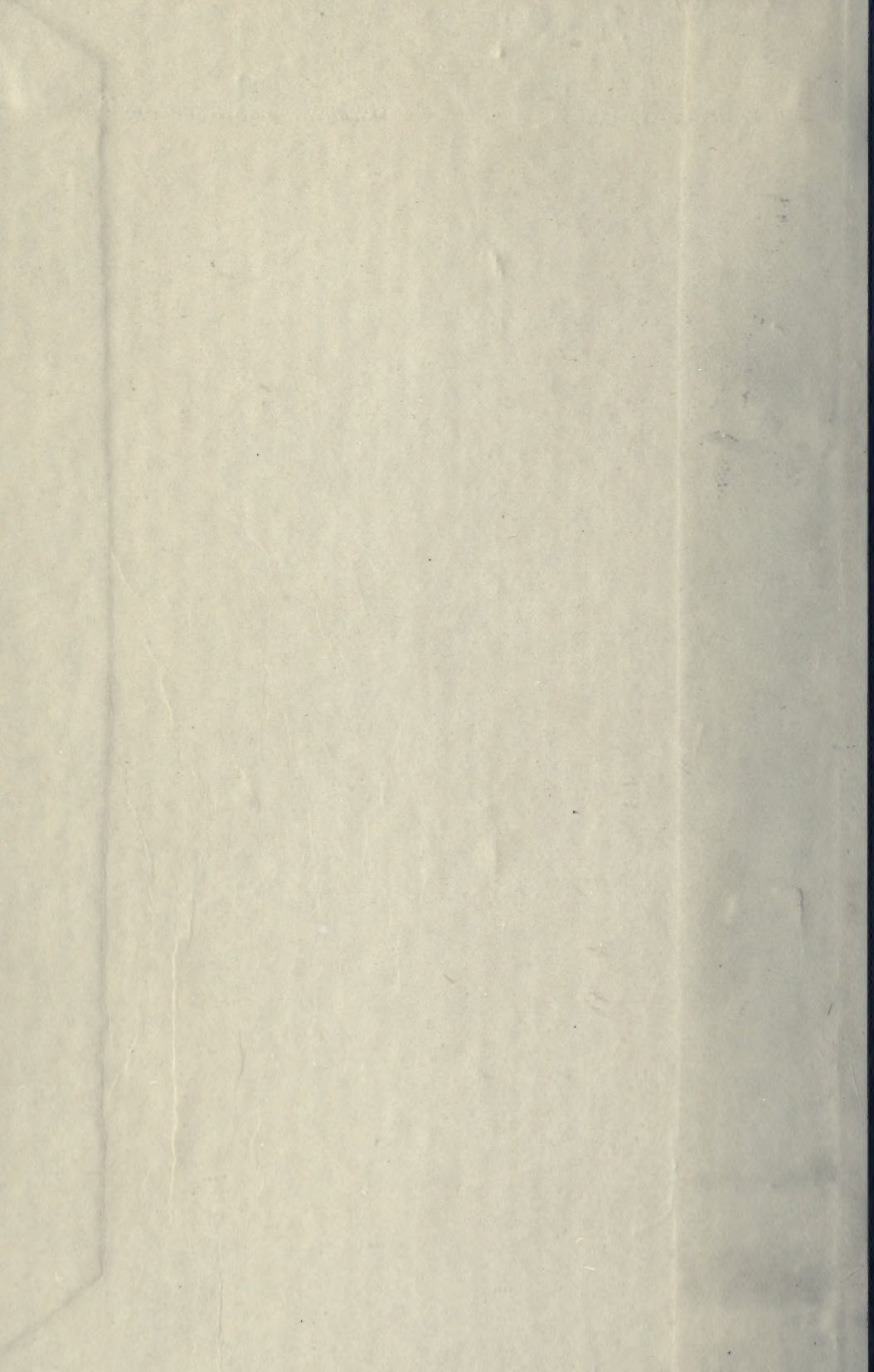
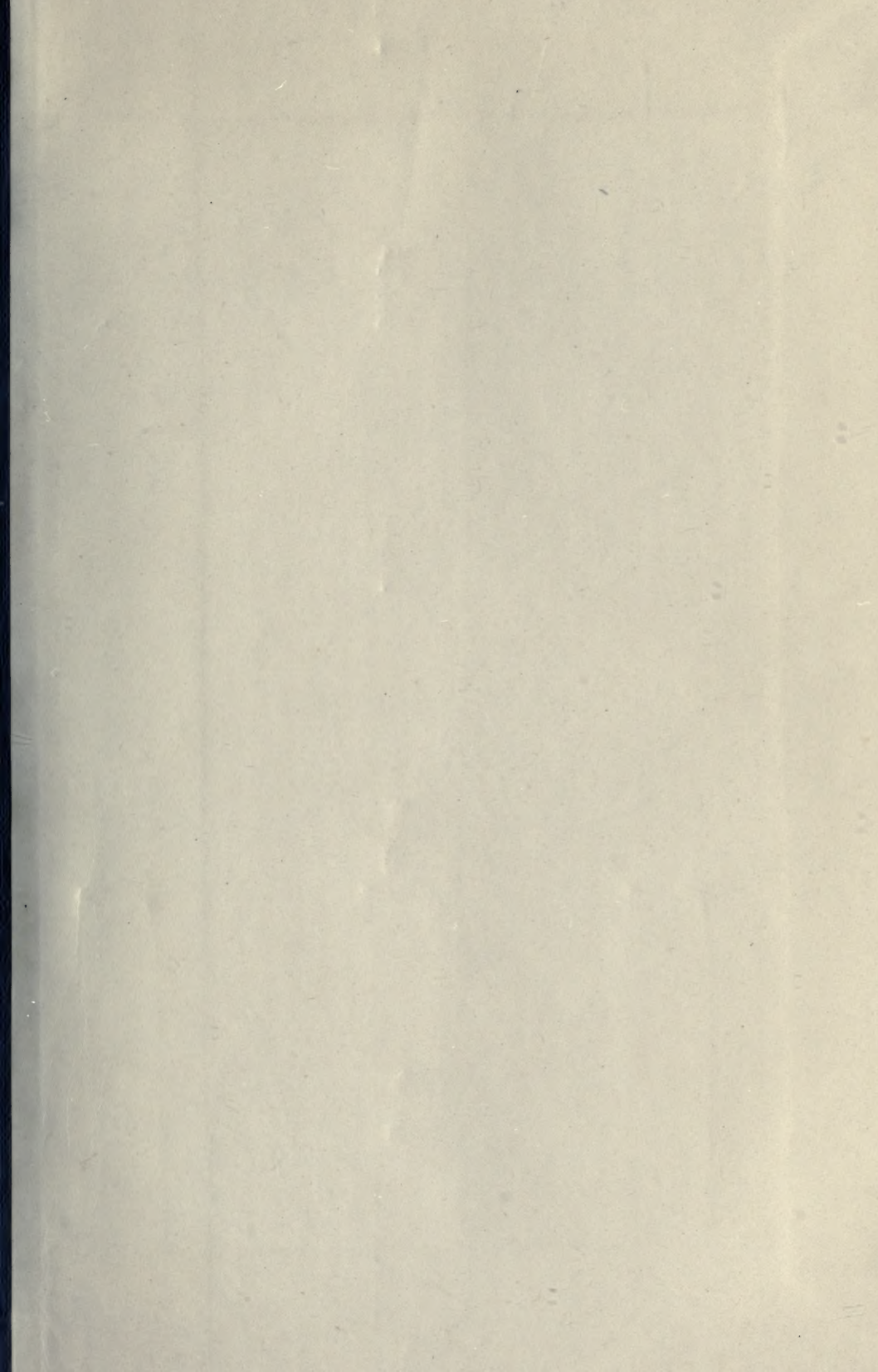




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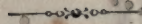
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OR

Reference Book for Civil Officers.

VOLUME IX,

1874.



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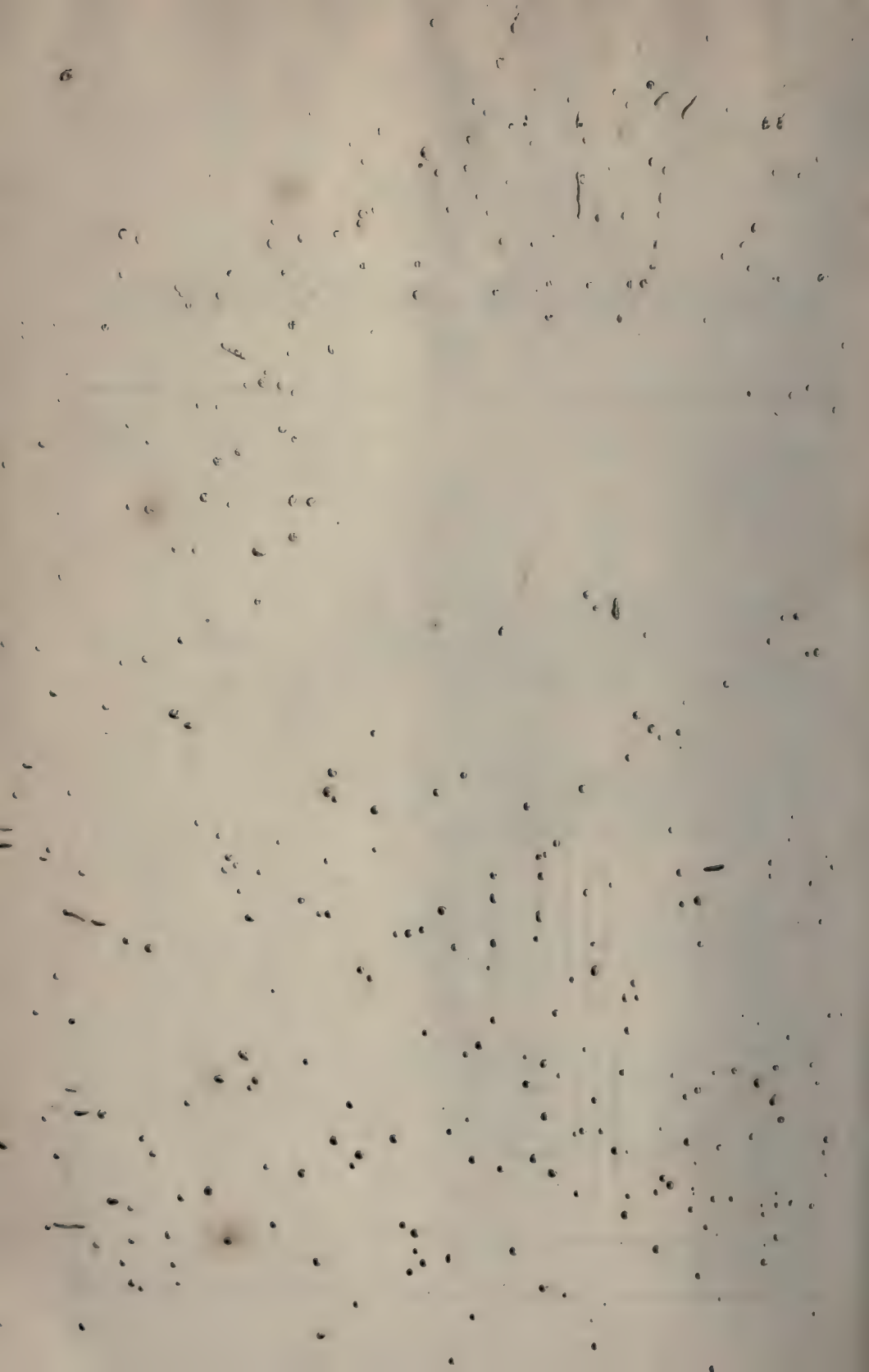
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TO

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1874.

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FINANCIAL CIRCULAR ORDERS,
1874.

FINANCIAL CIRCULAR ORDERS.

CIRCULAR No. 1 of 1874.

(No. 95).

Dated 3rd January 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

With reference to para 14 of the Government orders on the Municipal Report for 1872-73, enjoining the adoption of the system in force in the North-Western Provinces for the regulation of Octroi duties, the annexed extracts from the North-Western Provinces Municipal Report for 1871-72, explaining the system and stating the estimated annual consumption of various commodities, are re-printed for the information of Civil Officers and Municipal Committees.

Extracts from the North-Western Provinces Municipal Report for 1871-72.

16. *Primâ facie* a much higher rate of incidence is allowed in the Panjab than in the North-Western Provinces. This may be due to two causes—either that commodities are admitted to the Panjab schedules of dutiable articles which are excluded in the North-Western Provinces, or that the rates of duty charged are higher, or possibly, there is a third cause that more than *bonâ fide* local consumption is taxed. Experience in these provinces leads to the conclusion that, so long as the Octroi is restricted to the classes of articles now taxable, and the duty on luxuries is kept within 3 or 4 per cent. of value, while necessities are charged much lower, say $1\frac{1}{2}$ or 2 per cent., the incidence of the Octroi cannot exceed a rupee per head as a maximum, even in the most rich and prosperous towns, without becoming a transit duty. In the poorer towns the best management will not bring the incidence to more than 10 or 12 anas.

18. There are two ways in which the Octroi may become a transit duty. The first and obvious way is where a Municipality puts a tax on goods which enter at one gate and leave immediately at another. The Government is in a position to state with confidence that this naked form of taxing the commerce of the country for the benefit of a few is not permitted in any Municipality. The second and less obvious method is where the tax is assessed on goods, which the importer, at the time of importation, cannot or does not declare to be for consumption or use, or for eventual exportation, but which, sooner or later, are re-exported without remission of the duty paid. For the protection of such goods two systems have been devised—bonded warehouses and refunds; practically neither of these systems has worked well. The natives of the country have a strong dislike to the use of our bonded warehouses. Amongst other reasons it is said that they destroy the secrecy of trade.

19. Next as to refunds, the Lieutenant Governor has insisted very strongly on these being granted without limit as to the time when a person by whom the goods are re-exported, whether or not they have broken bulk or changed their form, but, as a matter of fact, they are not claimed at all to the extent contemplated. It is urged, with some force, that the duty is so low that it is not worth the exporter's while to go through the troublesome formalities necessarily involved in obtaining a drawback.

20. These questions have had the Lieutenant Governor's grave consideration. On the one hand there are the stringent orders of the Supreme Government that bonded warehouses must be established by every Municipality, which levies an Octroi, and that drawbacks must be allowed on all re-exports. On the other, there is the strong wish of those most interested in the prosperity of business for a low rate of duty, with no bonded warehouses and no refunds.

21. The difficulty has been met by a compromise: the principle is this:—The Committees are required to determine a fair rate of duty not exceeding the maximum of 3 or 4 per cent. on consumption for each commodity, or class of commodities, in which there is a trade. They are next required to estimate how much of the imports is locally consumed. The rate of duty is then reduced in the proportion which the local consumption is found to bear to the imports. To take an example: A town imports Rs. 1,50,000 worth of cloth, consumes two-thirds locally, and re-exports one-third; a duty of 1 per cent. instead of $1\frac{1}{2}$ is levied. The result is the same as if two-thirds of the imports paid the full rate, the duty being refunded on the remaining one-third.

22. The equity of this principle obviously depends on two points—first, the fact that the import and export trade are in the same hands (else one man's gain would be another's loss); the second, on the accuracy of the estimates of local consumption. As to the first, the system is nowhere allowed, except on the express assurance of a general identity of interest between the two trades; as to the second, the importance of obtaining reliable data has been earnestly im-

pressed on all the Committees concerned :—in fact no Committee is allowed to adopt the system until a trustworthy estimate has been framed by them and scrutinized and adopted by Government*.

24. A careful consideration of the returns for 1871-72 leads the Lieutenant Governor to believe that the following averages of consumption per head for some of the chief articles are approximately correct, and may, for the present, be used as standards for future guidance :—

25. Making every allowance for less consumption by women and children, and adding in consumption by cattle and other animals and visitors, the true annual average consumption per head is probably not less than 7 maunds.

26. The data for the calculation of the average consumption of this commodity are uncertain. Many of the returns sent in by the Municipalities are defective, as not distinguishing imports of the manufactured article (sugar) from the raw material (râb and gûr, i. e., syrup and molasses). Again, part only of the raw material is manufactured, the rest being consumed unrefined by the poorer classes.

27. With the data at present available, His Honor would not put the average higher than 15 or 16 sers. The consumption is probably greater in the sugar-producing tracts than where sugar is imported from a distance.

30. Assuming the gûd-consuming population at about quarter of the whole and the ordinary daily consumption at half a chitack, and allowing that a part of the consumption in the town is supplied by milch cattle of the town, while adjoining villages draw little or nothing from the town, His Honor thinks that from 3 to 4 sers is a fair average on the total population.

34. Allowing one chittack per diem for every family for all purposes, lighting as well as food, the average consumption is hardly less than $4\frac{1}{2}$ sers say at the rate of Rs. 2 per head. Evasion, rather than undue taxation, is apprehended in respect of commodities in this class.

35. Articles used for building yielded Rs. 64,665, or six pie per head, representing at Rs. 2 per cent. (rates vary), imports in value Rs. 32,03,250, or an average expenditure per family of five persons of nearly Rs. $\frac{3}{4}$ per annum.

36. In class V (Drugs, Gums, Spices and Perfumes) many heterogeneous commodities have been brought together, and the calculation of the averages of consumption is extremely difficult. Drugs, gums, and perfumes may be left out of account as generally unproductive, but spices form an important item of domestic consumption, and require special notice. The total realizations, Rs. 82,384 (the best part of which are from spices, though the exact sum cannot be specified), in this class fall at eight pie per head, representing at Rs. 4 per cent., imports in value Rs. 20,59,600, or an expenditure per head of Rs. 1-2-4.

38. A competent native observer puts the average at 24 sers, and the Collector of Melrout estimates it at two sers three chittacks. Perhaps three sers may be taken as approximately correct.

39. Piece goods and other textile fabrics, and manufactured articles of clothing and dress, produced Rs. 1,81,636, or one anna seven pie per head. Excluding those towns where the tax was in force for a part only of the year, we have in thirty-eight towns an average annual expenditure per head of Rs. 9-13-8, and of Rs. 6-12-1 for ten selected towns, where the imports are not markedly high or low.

40. An estimate of the average annual expenditure, framed by Kaur Lachhman Singh, Deputy Collector of Bulandshahar, which is interesting, as coming from a gentleman who is known to have paid special attention to the subject, puts the annual average expenditure per head at Rs. 4-5-6; similarly the Secretary to the Sahānpur Municipal Committee has estimated it at Rs. 4 per head. His Honor is not disposed to put the general average at a higher figure than this, but it may rise beyond it, without necessarily implying improper taxation in the case of towns having a rich luxurious population, or which largely supply by retail the country round. It follows then that more goods have been taxed in this class than were locally consumed; but it must be borne in mind that the towns which are apparently the most chargeable in this respect have not levied the full rate of $\frac{1}{4}$ per cent. *ad valorem*. Many charge (upon the principle already explained in reference to sugar) as low as eight annas, others 10 annas, and in all cases His Honor has directed the fixation of the duty on a well-ascertained estimate of the relation which consumption bears to imports.

41. No reliable information as to the real average consumption of goods in this class has yet been obtained, the realizations were Rs. 49,357, giving an incidence of five pie per head, which is hardly felt. The average annual expenditure in twenty-six towns, which were taxed for the whole year, is Rs. 2-8-4; and in eleven selected towns, where the imports were not pronounced markedly high or low, Rs. 2-1-6. This is probably high, seeing that the cooking and drinking utensils, which are the main articles on which the tax falls, do not require to be replaced every year.

CIRCULAR No. 2.

(No. 352.)

Dated 15th January 1874.

To

ALL DEPUTY COMMISSIONERS, PANJAB.

With reference to this Office Circular No. 33 dated 19th April 1869, directing the submission of an Annual Statement of Cotton Cultivation, a revised form for this Statement is herewith forwarded, in which it is requested that the necessary particulars of the Cotton Crop of 1873, may be furnished to this office.

2. This revised form should also be adopted for the Returns of future years.

Statement showing the estimated extent of Cotton cultivation during the season 1872-73.

DIVISION District.	Area under cotton in		Out-turn of cleaned cotton.		Out-turn of cleaned cotton per area in lbs.		Average weight of seed per 100 lbs.	Highest wholesale prices of cotton per maund.	Lowest wholesale prices of cotton per maund.	Average wholesale prices of cotton per maund.	REMARKS.
	1872	1873	1872	1873	1872	1873		1872	1873	1872	
	1872	1873	1872	1873	1872	1873		1872	1873	1872	
											Here enter the proportion retained for home consumption and that available for export; state also the condition and prospects of the native cloth manufacture, and any other information connected with the cultivation and the trade that may be useful.

CIRCULAR MEMO. NO. 351.

Dated 15th January 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

An erroneous practice having been found to exist, in one district, at least, of entering against No. 35 of the Detailed Quarterly Statement of Revenue Business, all cases of deeds registered by the Sub-Registrars of Assurances, the Financial Commissioner desires that Deputy Commissioners will satisfy themselves that the same mistake has not been committed elsewhere.

2. The heading is intended to show only mutations of names founded on written instruments that have been registered in the Registration Department, and that have not been included under any of the other headings for mutation cases.

BOOK CIRCULAR No. 1 of 1874.

CIRCULAR No. 3 of 1874.

(No. 558.)

Dated 24th January 1874.

To

COMMISSIONERS AMBALAH, JALANDHAR, LAHORE, MULTAN,
DERAJAT, AND SETTLEMENT COMMISSIONER.

In 1860, on a reference from the Derah Ghazi Khan district, the orders of the Government of India were issued regarding the jurisdiction and dominion of lands transferred by avulsion from one bank to the other of a river which ordinarily forms the boundary between British territory and Independent States.

2. It has now been decided that the orders of the Government of India given in 1860 are applicable to all such cases.

An extract from the Government of India letter* is therefore herewith circulated for the guidance of those officers before whom cases of river boundary between British and Independent territory may be brought for decision or record.

* Foreign Department
No. 3631 dated 24th August
1860.

3. It will be seen that the rule of maintaining the deep stream as the boundary, which obtains in cases of gain by gradual accretion or loss by gradual erosion, does not apply to cases of the nature referred to. In cases of avulsion the land transferred is held to undergo no change in respect of jurisdiction or dominion.

It has been further ruled by the Panjab Government, that the rule affirmed by the Government of India is to be regarded as having been in operation from the date of issue of the orders hereto appended, and for no anterior period. In deciding future boundary disputes to which the rule is applicable, reference must accordingly be made to the status of August 1860 as the basis of decision, subject to such modification as, under the operation of the rule regarding gradual accretion or erosion, will have to be made; but no transfer, by avulsion, of land capable of identification, which has taken place subsequent to the orders of 1860, will be held to have affected the boundary.

4. The question of proprietary or other subordinate rights in the land is not affected by these orders.

Extract, paras 9, 10, and 12, of a letter No. 3631, dated 24th August 1860, from the Deputy Secretary to the Government of India, to the Secretary to the Government Panjab.

9. The Governor General in Council directs me to observe that ——— is not correct in assuming that, as betwixt sovereigns, the only safe rule of practice is, that the main river should be the boundary irrespective of all other considerations. The rule is such only in cases of alluvion, and not in those of avulsion.

When a boundary river suddenly quits its bed, and cuts for itself a new channel, it ceases to be the boundary, and the Government which ruled over the territory cut off by the change in the river continues to rule it.

10. The above principle has been laid down in the case of the rivers which are in some places to form the new boundary between Nepal and Oude. It has been ruled that these rivers shall continue to be the boundary, if their encroachments on either side are only gradual, and in the ordinary course of alluvion and diluvion, but not in the case of sudden changes in the bed of the deep stream whereby land capable of identification is cut away.

12. The question of proprietary right in the land, I am to add, is a totally different one and remains unaffected by the decision on the general question.

BOOK CIRCULAR No. 2 of 1874.

CIRCULAR No. 4.

(No. 1016).

Dated 14th February 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The accompanying forms, drawn up in accordance with the provisions of the rules framed under Section 50 of the Panjab Laws Act, regarding the cultivation, possession, purchase, sale, transport, and export of opium grown in the Panjab, and published with Panjab Government Notification No. 1244, dated 24th September 1873, are herewith circulated, together with copies of the rules, in English and Vernacular, for general adoption.

2. The form of agreement for the monopoly of the sale of intoxicating drugs, including opium, will be the same as that given in Appendix XIV of Book Circular XI of 1870, with the following alterations :—

In condition 12, for "Section 35, Act XXI of 1856," substitute "Section 19, Act X of 1871."

In condition 19, after the words "in all parts of the Panjab," add the words "except in the districts of the Dehli and Hissar Divisions."

In condition 20, for the words "the cultivators in districts where the acreage system is in force," substitute the words "the cultivators in all districts, except those of the Dehli and Hissar Divisions."

and for the words "Government of India Notification No. 58 of 17th April 1869," substitute the words "the rules published with Panjab Government Notification No. 1244 dated 24th September 1873."

The form of licence for retail vend. of drugs and opium given as Appendix No. XV with Book Circular XI of 1870, will also be retained.

FORM I.

Patwaris Register (Rule 5).

No.	Village.	Name of cultivator.	Name of proprietor.	Area to be cultivated with poppy.	Nos. of fields in village map.	REMARKS.
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FORM II.

Patwaris Abstract (Rule 6).

Tahsil.	Village.	Name of cultivator.	Name of proprietor.	Area to be cultivated with poppy.	Nos. of fields in village map.	REMARKS.
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FORM III.

*Cultivator's licence (Rule 9).**Permission to cultivate Poppy in the Village
Tahsil
District*

Name of cultivator.	No. of field in khasrah.	Area of poppy cultivation.	Amount of acreage duty payable.	Date of pay- ment of duty.	REMARKS.
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Signature of Patwari.

EXTRACT FROM RULES.

This licence entitles the cultivator to keep the produce from the time of the maturity of the crop until the time for renewal of the licence not later than 1st November, or to sell the standing crop to any person holding a licence to purchase it (Rule 29) or to sell the produce to the lessee of the monopoly of retail vend, or to any licensed wholesale dealer (Rule 21)

Provided that the sales shall not be in less quantities than the following:—

Standing crop	1 acre	} or the entire stock or crop of the cultivator (Rule 11).
Poppy heads and post	20 sers	
Prepared opium or other preparation of the poppy	10 "	

This licence is to be returned to the Patwari on demand (Rule 16)

This licence is issued in respects subject to the rules relating to opium grown in the Panjab, and is not transferable, except to the purchaser of the standing crops under Rule 13.

Particulars regarding out-turn and sale.

Remainder of last year's crops.		Out-turn of cur- rent year.		Total opium in hand.		REMARKS.
Sers.	Chittaks.	Sers.	Chittaks.	Sers.	Chittaks.	

Sales by Cultivator during the year.

Date of sale.	Name of purchaser.	AMOUNT SOLD.		REMARKS.
		Sers.	Chittaks.	

NOTE - Every sale must be attested by the signature of the purchaser (Rule 14).

FORM IV.

Licence for wholesale dealers (Rule 21).

Licence to deal in opium grown in the Panjab (except in the Dehli and Hissar Divisions, where the cultivation is prohibited) is granted to subject to the undermentioned conditions, and to all other provisions contained in the Rules relating to opium grown in the Panjab.

The licence-holder is authorized to purchase Panjab opium wholesale from other wholesale licence-holders and from licensed cultivators in the following districts or places and is authorized to sell the said opium wholesale to other wholesale licence-holders, and to lessees of the monopoly of retail vend in the following districts or places.

This licence remains in force for one year from date of issue, and shall be returned on expiry to the undersigned.

Date
Place

Signature of Deputy Commissioner.

EXTRACT FROM RULES.

A fee of Rs. 20 is payable on this licence, and a fee of Rs. 10 on every renewal or modification (Rules 22 and 27).

The holder of this licence shall not sell by retail, but only by wholesale (Rule 28, Note).

Wholesale quantities are as follows:—

Poppy heads and "post" ... 20 Sers.	} or the entire stock of the cultivator (Rule 20).
Prepared opium or other preparation of the poppy ... 10 "	

All sales of opium effected under this licence must, before delivery, be recorded on the licence by the Tahsildar of the nearest Tahsil (Rule 25).

FORM V.

Licence to purchase standing crops of poppy (Rule 29).

Permission to purchase standing crops of poppy from licensed cultivators, and to extract the opium and gather the poppy heads, is granted to subject to the undermentioned conditions, and to all other provisions contained in the Rules relating to opium grown in the Panjab.

This licence holds good for the purchase of the crop of any number of cultivators for one season.

Date

District

Signature of Deputy Commissioner.

EXTRACT FROM RULES.

A fee of Rs. 20 is payable on this licence (Rule 29). The licence-holder shall not purchase less than one acre at a time from one cultivator unless the cultivator's entire crop is less than an acre, in which case he may purchase entire crop (Rule 11).

The holder of this licence is entitled to all the privileges of a licensed cultivator (Rule 13), and in that capacity may keep the produce from the time of the maturity of the crop until the time for the renewal of the licence not later than 1st November, or sell the standing crop to any person holding a licence to purchase it (Rule 29), or to sell the produce to the lessees of the monopoly of the retail vend, or to any licensed wholesale dealer (Rule 21).

Provided that the sales shall not be in less quantities than the following:—

Standing crop	... 1 acre,	} or the entire stock or crop of the cultivator (Rule 11).
Poppy heads and "post"	... 20 sers.	
Prepared opium or other preparation of the poppy...	10 "	

FORM VI.

Register of licences for purchase of standing crop of opium (Rule 29).

Num-ber.	Name of licence-holder.	Specification of limit within licence is valid.	Date of licence.	Date of expiry of licence.	REMARKS.
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FORM VII.

Import order (Rule 30).

Permission is hereby granted to of to import opium into as per particulars below, subject to the provisions of the Rules relating to opium grown in the Panjab.

Signature of Deputy Commissioner.

District from which opium is to be imported.	Quantity of opium to be imported.	Time for which the pass is granted.	REMARKS.
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NOTE.—This order is to be given up to the Deputy Commissioner of the district in which purchase is made and in its place an export pass is to be taken out. No fee is payable on this order.

FORM VIII.

*Export pass for opium (Rules 28-31).**Export pass for opium despatched from _____ to _____ current for _____ days from this date*

Name of exporter.	Name of consignee.	Name of person in charge of consignment.	Place to which despatched.	Detail of districts en-route.	Number of days allowed for transit.	Number of packages.	Weight of packages.		Net weight of opium.		Description of packages and how closed.	Name of officer verifying despatch.	Signature of despatching officer.
							Sers.	Chittaks.	Sers.	Chittaks.			

*Dated**District**Signature of Dy. Commissioner.*

This pass is granted subject to the provisions of the Rules relating to opium grown in the Panjab.

BOOK CIRCULAR No 6 OF 1874.

CIRCULAR No. 5 OF 1874.

(No. 1187).

Dated the 24th. February 1874.

To

ALL COMMISSIONERS, AND DEPUTY COMMISSIONERS, PANJAB.

Acquisition of land for other departments.

The attention of Deputy Commissioners is invited to the following passage in para. 14 of Book Circular XV, of 1870 :—

“Where other departments are concerned, notice should always be given to them, in order that they may have an opportunity of being represented before the award is made.”

2. To this the following addition has now been sanctioned by Government :—

“Due consideration should be given to any representations the Departmental Officer may make in reply to the notice, whether made in person, by agent, or by written statement.”

It will rest with the department concerned to decide whether there is ground for making any such representation. The Deputy Commissioner is only required to see that due opportunity for so doing is afforded, and that the representation, if made, is duly considered before making an award under Section XI of the Act.

3. In cases referred by the Deputy Commissioner to a Civil Court, the Departmental Officer should be prepared with evidence as to the value of the property to be taken up, and should tender such evidence to the Civil Court through the Deputy Commissioner or other Officer representing Government in the case.

4. In cases where the order of the Civil Court is appealed to Higher Court, the Departmental Officer, who recommends that an appeal should be made on behalf of Government, or the Officers of the Department against whom the opposite party has filed an appeal, should submit, in addition to the information already required by Panjab Government Notification No. 412 dated 22nd January 1868,

an abstract of all the evidence, oral or documentary, recorded or filed for either side in the Lower Court.

5. The present instructions supersede those in Book Circular XXII of 5th December 1871.

BOOK CIRCULAR No. 4 of 1874.

CIRCULAR No. 6 of 1874.

(No. 1334)

Dated 27th February 1874.

To

ALL COMMISSIONERS, DEPUTY COMMISSIONERS, SETTLEMENT COMMISSIONER, AND SETTLEMENT OFFICERS, PANJAB.

In accordance with orders received from Government, the power of granting Protective Pattahs to pattahs to persons who have constructed Irrigation Works constructor of Irrigation at private expense, or with the aid of advances from Government, which were conferred upon Commissioners by para 41 of this Office Circular No. 41 of 1850, and repeated in para 8 of Book Circular VI of 1866, are henceforth to be exercised by Deputy Commissioners, subject only to the condition of half yearly returns of the pattahs so granted, be furnished through Commissioners to this office.

2. These instructions apply also to Irrigation Works constructed in Jagir lands, and Book Circular VI of 1866 and Circular No. 50 of 1873 are, to the above extent, modified.

3. The Officiating Financial Commissioner requests that Deputy Commissioners will exercise a discretion in applying the rules as regards the period for which the pattahs are granted. The period should be regulated with reference to the cost incurred on each work, the maximum limit prescribed in Book Circular VI of 1866 being in no case exceeded without sanction of the Financial Commissioner.

4. In districts where Settlements are in progress, the powers hereby conferred on Deputy Commissioners may be exercised by Settlement Officers, subject to the same rule as regards the submission of half-yearly statements.

CIRCULAR No. 7 of 1874.

(No. 1335.)

Dated 27th February 1874.

To

ALL COMMISSIONERS, AND DEPUTY COMMISSIONERS, PANJAB.

In supersession of the orders contained in para 4 of Book Circular VIII of 1872, and the Panjab Government Resolution appended thereto, regarding the sanction of transfer of service pensions by Commissioners of Divisions, the annexed Resolution of the Government of India, in the Financial Department, No. 275 dated 14th January 1874, prescribing that such transfers shall be subject to sanction of the Accountant General, is circulated; under orders of Government, for general information and guidance.

Copy of Government of India, Financial Department, Resolution No. 275 dated 14th January 1874.

It being expedient that an Accountant General should, like a Local Government, have the power of transferring from one treasury in India to another, the payment of a pension granted under the rules in the Civil Pension Code, the necessary provision has been made in Section 87 of the Civil Pension Code.

CIRCULAR No. 8.,

Forwards for guidance a revised list of subjects and forms for the Annual Report for 1873-74.

BOOK CIRCULAR No. 5 OF 1874.

CIRCULAR No. 9 OF 1874.

(No. 1602).

Dated 12th March 1874.

To

ALL COMMRS. AND DEPUTY COMMRS. PUNJAB.

In continuation of this Office Book Circular XVII of 1873, regarding the obliteration of Court Fee Stamps, the accompanying Cancellation of Court Fee Stamps. copy of a docket No. 214 dated 17th ultimo, from the Secretary to Government Panjab, with its annexure from the Secretary to the Government of India, containing further instructions for the cancellation of such Stamps, is circulated for careful compliance.

Circular No. 831 dated 31st Jan'y 1874, from Under-Secy. to Government of India, Financial Department, to Secy. to Government Panjab.

It has been brought to the notice of Government that the provisions of Section 30 of the Court Fees Act, 7 of 1870, regarding the cancellation of stamps, are not in all cases strictly observed, and that consequently stamps are liable to be fraudulently used a second time.

2. It is therefore requested that, with the permission of His Honor the Lieutenant Governor, you will be good enough to impress upon all Courts and officers having to deal with Court Fees stamps, the importance of punching out from the stamps the figure head and destroying the piece before taking action upon the documents to which the stamps may be attached.

CIRCULAR No. 10 OF 1874.

(No. 1,795)

Dated 10th March 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The new scheme for registration of trade statistics in the Panjab, which was described in this Office Circular No. 13 of 1872, has been submitted in detail to Government, and in accordance with the orders now received is to be put in force from the 1st April next.

2. The object of the scheme is to secure more accurate statistics of the external trade of the province, by means of registration at certain frontier posts. The registration of internal trade will henceforth be effected solely by the agency of Municipal Committees.

PART I.—EXTERNAL TRADE.

3. The posts at which registration of external trade is to be effected have been determined in consultation with the Commissioners marginally noted, and a list of them is given in Appendix I of this Circular. The present registering posts given in column 2 of that Appendix will be abandoned from the 1st April, and those given in column 4 substituted. The present establishments given in column 3 will be abandoned, and those given in column 5 substituted.

For District Posts.

Dehli
Ambalah
Jalandhar
Amritsar
Rawalpindi
Peshawar
Derajat

For Customs Posts.

Dehli
Hissar
Multan

4. With the exception of the bridge over the Jamna at Delhi, for which a 2nd Moharrir is allowed, the new establishment with in every case consist of

		Rs.
1	Moharrir	14
1	Chaprasī	7

and an allowance of 2 per mensem for stationery is in each case allowed. The pay of the chaprasī has been fixed at Rupees 7, in order that persons who can read and write, and will therefore be able to relieve the Moharrirs, may be appointed.

5. The Commissioner of Customs has signified his readiness to assist in the registration of trade along the Dehli, Hissar, and Satlaj Customs lines. The posts on these lines selected for registration are given in Appendix II. For the remuneration of the officers of the Customs Department appointed to register trade at these posts, an amount of Rupees 150 per mensem has been sanctioned by Government, the distribution of which will rest with the Commissioner of Customs.

6. The East India Railway trade enters and leaves the province at the Jamna bridge only, and it has been ascertained that a return of this trade can be furnished by the Company without additional expense.

7. The aggregate of the external traffic, which is conveyed by the Scinde Panjab and Dehli Railway can only be obtained by a compilation from the invoices of goods received and despatched at each station on the line; and to effect this compilation a separate establishment of 2 clerks on an aggregate of Rupees 100 per mensem has been sanctioned.

8. Returns of the amount of timber imported into the province from the north by the main rivers of the Panjab will be obtained from the Forest Department.

9. The import and export trade by the river Indus will be registered, as heretofore, by the agency of the Superintendent of Indus Conservancy at Sakkar, and the existing provision of Rupees 44 per mensem applied to this object will continue.

10. The returns of the Railway and Forest Departments, as well as those prepared by the Superintendent of Indus Conservancy, will be submitted to the Financial Commissioner's office direct. Those prepared at the District posts mentioned in Appendix I and at the Customs posts entered in Appendix II will be received by District Officers and incorporated in a single District Return, to be submitted to the Financial Commissioner's office in the manner and form hereafter described.

11. The following registers and returns will be adopted for each of the registration posts entered in Appendices I and II.

A day book in the form given in Appendix III and III A.; subject to such variations as may be necessitated by the kind of carriage used at the different localities, showing the description of

I.—Daily Registers.

each consignment of goods in order of transit, the number and description of loads, and the weight of each class of goods. The latter will be determined, in case of an invoice accompanying the goods, by such invoice, or by the declaration of the person accompanying the consignment.

12. To provide for cases in which an estimate of weight will have to be computed upon the amount of carriage, a schedule of standard loads will be supplied to each statistic writer by the Deputy Commissioners (Appendix VI). The register will be in the form of a book, and each consignment will be entered as it passes the registration post, without classification under the separate descriptions of goods. Two registers (III and III A) will be maintained for imports and exports. In column 1 of these registers, the number to be entered will be that standing opposite the same description of goods in column 1 of the classified list of articles with their tariff values (Appendix VI).

13. The contents of the day book will be abstracted each day in a Khationi, the form of which is given in Appendix IV and IV A.
 II.—Khationi Registers. These Khationis will comprise separate entries for each description of goods upon different pages of the register, two or more pages being allotted to each class of goods, and the entries for each class being continued on another page when these are completed, to which reference will be made at the close of the previous entries. This system of account is well known to natives, and is used by Patwaris in the form of a diary and abstract, as well as by wholesale dealers. The Khationi registers (one for imports and one for exports) will show for each description of goods the date, the weight of the goods in maunds, extracted from the daily register, the value of the goods, and the place of despatch of the consignment. The value will be computed by reference to the tariff value, which will be given in one of the columns of the classified list (Appendix VI), and which will be previously determined by the Deputy Commissioner according to the market value of each class of goods. The number assigned to any description of goods in the classified list will be entered, together with the names of the goods, at the heading of the Khationi Registers. The total amount of any description of goods passing the station in one day will be entered in one line in the Khationis, and the totals of weight and value struck for the day.

14. A monthly abstract of the Khationi Registers, in the form given in Appendix V and V A., will be prepared for each post
 III.—Monthly Abstract of Khationi Registers. by the statistic writer and forwarded to the Deputy Commissioner.

15. The preceding paras explain the duties of the statistical writer, which may be thus summarized :

I. To keep daily registers of Imports and Exports in the forms given in Appendix III and III A.

II. To abstract daily the entries in these Registers into the Khationi Registers, the forms of which are given in Appendix IV and IV A.

III. To submit monthly abstracts of the Khationis in the forms given in Appendix V and V A. to Deputy Commissioners.

16. Forms of the above mentioned Appendices must be supplied to the statistical writer by Deputy Commissioners. The classified list with tariff values (Appendix VI) must also be supplied to him to enable him to fill up the numbers in column 1 of Appendix III and III A. and in the headings of Appendix IV and IV A. the weight of goods (when it has to be calculated upon the description of carriage) for entry in Appendix III and III A. and the value to be entered in column 3 of Appendix IV and IV A.

17. The preparation of this classified list (Appendix VI) will require some care on the part of district officers. Columns 1 and 2 have been filled up in this office. It remains for them to fill up the No. of maunds forming an average load in the district for each description of carriage and the tariff value per maund of each class of goods. The latter should be the wholesale market value according to district averages. Deputy Commissioners should be careful to supply a copy of the classified list thus filled up, to each statistical writer with the other registers. When the tariff values obviously need correction the Deputy Commissioner should correct them, but no alteration should be made on account of slight fluctuations of market value.

18. The officers of the Customs Department, under whose supervision the returns for registering posts on the Customs line (Appendix II) will be prepared, should be supplied with the necessary forms, including the classified list, and copies of this Circular in English and Vernacular.

19. The Deputy Commissioner will submit quarterly statements in English to this office, compiled from the abstracts furnished by the statistical writers of the district staff, and Customs Department.

20. The following extracts from Financial Commissioner's Circular 45 of 1866, regarding certain points requiring special attention, are applicable to the present arrangements.

"Great care should be taken that registering officials thoroughly understand what is required of them before they enter upon their duties, and the Financial Commissioner confidently expects that no exertions will be spared to secure reliable statistics, for, unless tolerable accuracy can be attained, a vast amount of labor and considerable expense will be incurred to little or no purpose. An accurate record will not however be secured unless these registering stations are periodically inspected by trustworthy officials, who will not only ascertain that goods passing up and down are carefully registered, but also that traders are not subjected to delay and annoyance."

"With bullock train carts and with carriage attached to a regiment, and in other cases, it may not be possible to specify the description of goods. In such cases it will suffice to state in general terms whether the carts are laden or not, and if laden such information regarding the goods carried as may be readily obtained; and in the absence of more precise information the following entries will be accepted. "Miscellaneous regimental effects," "Miscellaneous bullock train goods." "Any attempt on the part of registering officials to oppress traders should meet with severe and condign punishment."

21. Care will have to be taken that the statistical writers do not levy any fees or transit duty from traders. The writer will be appointed by the district officer, who will be held responsible that no such abuse occurs.

22. The above arrangements are to come into force, as above stated, from the 1st April next. Deputy Commissioners should therefore proceed at once to appoint the sanctioned establishment, and arrange for the substitution of the new system for that now in force, on that date.

PART II.—INTERNAL TRADE.

23. The compilation of returns showing the exchange of traffic between the different towns of the province will now be effected upon the basis of the information furnished by Municipal Committees and Octroi lessees.

The following is a recapitulation of the orders hitherto in force for securing these returns, which will continue in operation.

24. Where the collection of octroi duties is let but on contract a clause must be inserted in the lease, rendering the contractor responsible for accurately registering exported as well as imported goods, and care is to be taken that this condition is fulfilled. Where the octroi collections are under direct management, care should be taken that the officials employed in collecting the octroi revenue, and in registering the trade, make accurate returns of articles exported as well as of those imported. No extra establishment is required for this purpose. The same persons who register the imports can easily register the exports which pass by the same routes.

25. The Financial Commissioner finds it necessary to direct that in every Book Circular XXIV of lease of the farm of octroi, a condition must be inserted obliging the contractor to furnish monthly returns of the quantities of goods of every kind imported and exported. Deputy Commissioners should see that this condition is complied with.

26. The form given in Appendix II with Circular 22 of 1872, submitted with the Annual Reports on Municipal Taxation, does not furnish the particulars of imports and exports required for the purpose of compiling statistics of internal trade. The Financial Commissioner accordingly finds it necessary to prescribe a separate form for giving the required information, based upon the schedule of articles liable to octroi. This form will be found at Appendix VII, and should be filled up and submitted every year with the report on municipal taxation.

27. A copy of this Circular should be communicated to Municipal Committees and their earnest co-operation requested in giving effect to its provisions in regard to the registration of internal trade.

LIST OF CIRCULARS EMBODIED IN THIS CIRCULAR OR SUPERSEDED BY IT.

Book Circular XXXIV A.	of 1861.
" XXX	" 1865.
Circulars 12 and 46	of 1866.
" 43, 49, 54 B, & 92	of 1867.
" 46 and 66	of 1868.
" 111	of 1869.
" 1 and 13	of 1872.
Book Circular XXIV	of 1872.

APPENDIX I.

Comparative Statement of Cost of Present and Proposed establishment for Registration of Trade in the Panjāb.

1	2	3	4	5	6
DISTRICTS.	Present Registering Posts.	Present establishment.	Proposed Registration Posts.	Proposed Establishment.	Salary.
		Rs.			Rs. p. m.
Dehli, ...	Dehli Town and Bridge,	75	Dehli Jamna Bridge,...	2 Moharrirs 1 Chaprāsi. Stationery	30 7 2
			Chunsa Ferry in Balabgarh.	1 Moharrir 1 Chaprāsi Stationery	15 7 2
			Jhundpūr Ferry in Sonepat.	1 Moharrir 1 Chaprāsi Stationery	15 7 2
Gurgāon, ...	Rewāri, ...	40	Customs Line,
Karnāl,	Begi Ghat on Jamna,...	1 Moharrir 1 Chaprāsi Stationery	15 7 2
			Shaikhpūra on Western Jamna Canal.	1 Moharrir 1 Chaprāsi Stationery	15 7 2
			Sunali Ghat on Jamna,	1 Moharrir 1 Chaprāsi Stationery	15 7 2
Hissār, ...	Hissār, Bhiwani, ...	40
Rohtak,	Customs Line,
Sirsa,	Do.,
Ambālāh, ...	Ambālāh, ...	40
Ludiānah, ...	Ludiānah, ...	50
Simla, ...	Simla, ...	25	Wāngtū Ferry, ...	1 Moharrir 1 Chaprāsi Stationery	15 7 2
Jālandhar, ...	Phillor Bridge, Wāzribular do., Jālandhar, ...	50
Kāngra, ...	Sultānpur, ...	40	Sultānpur, ...	1 Moharrir 1 Chaprāsi Stationery	15 7 2

APPENDIX I.—*Continued.*

1	2	3	4	5	6
DISTRICTS.	Present Registering Posts.	Present estab- lishment.	Proposed Registration Posts.	Proposed Estab- lishment.	Salary.
		Rs.			Rs. p. m.
<i>Amritsar, ...</i>	<i>Amritsar, ...</i>	75
<i>Sialkot, ...</i>	<i>Dalawáli, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Salihpúr, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Zafarwál, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Gurdaspúr, ...</i>	<i>Lakú Chak, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Chúmál, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Busuáli, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Lahore, ...</i>	<i>Lahore, Shadarah Bridge.</i>	60
<i>Firózpúr, ...</i>	<i>Firózpúr Town and Bridge.</i>	50
<i>Rawalpindi, ...</i>	<i>Rawalpindi ...</i>	40	<i>Murri, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Lachman Ferry.</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Jhelam, ...</i>	<i>Jhelam Town & Bridge.</i>	50	<i>Dhungrát, ...</i>	1 Moharrir, 1 Chaprasi Stationery	15 7 2
	<i>Pind D. Khán ditto.</i>		<i>Mungla, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Guttalián, ...</i>	1 Moharrir 1 Chaprasi Stationery	15 7 2

APPENDIX I.—*Continued.*

1	2	3	4	5	6
DISTRICTS,	Present Registering Posts.	Present establishment.	Proposed Registration Posts.	Proposed Establishment.	Salary.
		Rs.			Rs. p. m.
<i>Gujrāt,</i> ...	<i>Gujrāt,</i> ... <i>Wazera</i> bad, Bridge,	25	<i>Daulatnagar,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Multān,</i> ...	<i>Multān,</i> ...	50
<i>Jhang,</i> ...	<i>Trimū</i> Ferry,
<i>Montgomery,</i>	Customs Line,
<i>Mozaffargarh,</i>	Do.,
<i>D. I. Khān,</i> ...	<i>D. I. Khān,</i> ...	40	<i>Vehowah,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Chundwān,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Tān,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Gūmul,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>D. G. Khān,</i>	<i>Rajbar,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Sakki Sarwar,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Sunghar,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Bannū,</i>	25	<i>Edwardesabad,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			<i>Lakki,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Peshawar,</i> ...	<i>Peshawar,</i> ... <i>Attok</i> Bridge,	52	<i>Burj Hari Sing,</i> ...	1 Moharrir 1 Chaprasi Stationery	15 7 2

APPENDIX I.—*Concluded.*

1	2	3	4	5	6
DISTRICTS.	Present Registering Posts.	Present establishment.	Proposed Registration Posts.	Proposed Establishment.	Salary.
		Rs.			Rs. p. m.
<i>Peshāwar</i> ,—continued,	Lara Sung, ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			Michni Ferry,	1 Moharrir 1 Chaprasi Stationery	15 7 2
			Shankargarh, ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
		...	Tangi Barazai,	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Hāzāra</i> ,	Durband, ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			Mangal, ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Kohāt</i> ,	Kohāt City, ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
			Teri Town, ...	1 Moharrir 1 Chaprasi Stationery	15 7 2
<i>Sakkar</i> , ...	1 Munshi, ... 2 Peons at Rs. 12 each,	20 24	...	1 Moharrir 2 Chaprasi	20 24
	2 Clerks Sindh, Panjab and Dehli Railway, ...	100
	Posts on Customs Line, ...	150
	Clerk, Financial Commissioner's Office.	150	...	Clerk Financial Commr's Office, }	150
		1,021			3,371

APPENDIX II.

Registration Posts on the Dehli, Hissár and Satlaj Customs Lines,

DISTRICT.	NAME OF POST.	DISTRICT	NAME OF POST.
GURGAON.	{ Hodel. Palwal. Sailani. Bhufdsi. Garhi Harseru.	MONTGOMERY.	{ Maluka. Pakpattan. Faridkot. Shahamat.
ROHTAK.	{ Badli. Jhajjar. Berl. Kalanur. Mehm.	MULTAN.	{ Sahuka. Tajwana. Karampur. Duniapur. Basti Maluk. Bagran.
HISSAR.	{ Mundhabal. Hansi. Kuri. Ladwi. Bhattu.	MUZAFFARGARH.	{ Khangarh. Kinjar.
SIRSA.	{ Jodka. Darbi. Sahuwalah. Odha. Dabwali. Lambi. Malout. Arniwalah. Fazilka.		

APPENDIX III.

Daily Register of Imports at

Number (see Appendix VI).	Class of goods, with place of despatch.	DETAIL OF CARRIAGE AND WEIGHT.											
		4 Bullock Cart.		3 Bullock Cart.		2 Bullock Cart.		Ekka.		Camel.		Bullock.	
		No.	Weight.	No.	Weight.	No.	Weight.	No.	Weight.	No.	Weight.	No.	Weight.

N. B.—These Registers may be books.

APPENDIX III—A.

Daily Register of Exports at

Number (see Appendix VI).	Class of goods, with place of destination.	DETAIL OF CARRIAGE AND WEIGHT									
		4 Bullock cart.		3 Bullock cart.		2 Bullock cart.		Ehka.		Camel.	
		No.	Weight.	No.	Weight.	No.	Weight.	No.	Weight.	No.	Weight.

N. B.—These Registers may be books.

APPENDIX IV.

Khatoni or Abstract of Daily Register of Imports according to articles.

No. (See Appendix VI) and Description of article.

Date.	Weight in maunds.	Value.	Place of despatch.
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N. B.—These Khatonis may be kept as books like the “Khata” of Native Bankers, a page being allotted for each kind of goods.

APPENDIX IV—A.

Khatoni or Abstract of Daily Register of Exports according to articles.

No. (See Appendix VI) and Description of article.

Date.	Weight in maunds.	Value.	Place of destination.
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N. B.—These Khatonis may be kept as books like the “Khata” of Native Bankers, a page being allotted for each kind of goods.

APPENDIX V.

*Return of Imports for the month ending**District*

Description of Goods.	Weight in maunds.	Value.	Place of Despatch.
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APPENDIX V—A.

*Return of Exports for the month ending**District*

Description of Goods.	Weight in maunds.	Value.	Place of Destination.
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APPENDIX VI.

Classified list of articles to be registered with Tariff Value and Standard Loads.

For the purpose of computing the value of consignments of goods borne on different kinds of carriage of which the weight cannot be accurately ascertained.

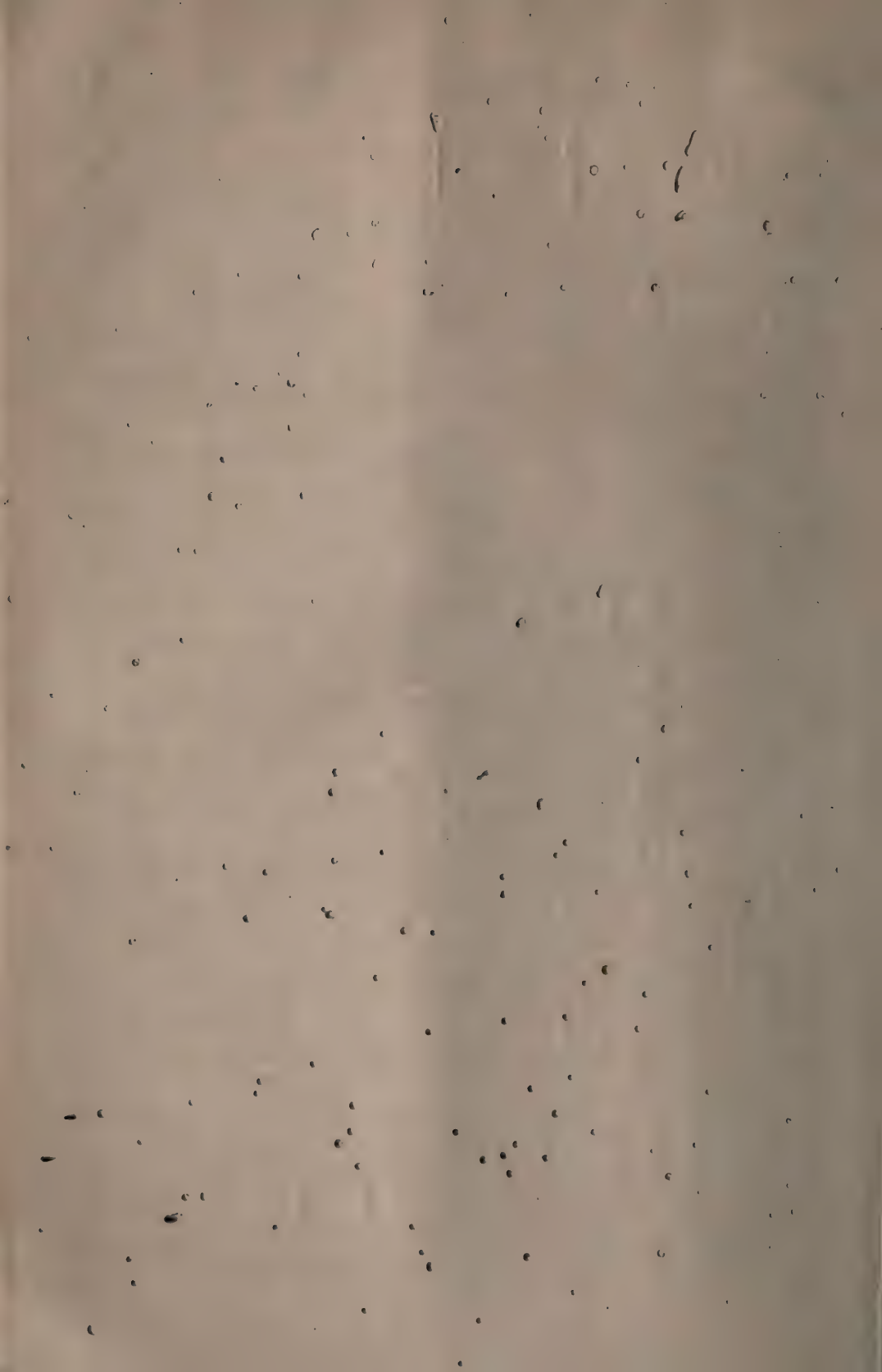
A 4 Bullock Cart load	*	Maunds.
„ 3 do do.,	=	Do.
„ 2 do. do.,	=	Do.
An Ekka load,	=	Do.
A Camel do.,	=	Do.
A Bullock do.,	=	Do.
&c.,	=	Do.

No.	Description of goods. Products.	* Tariff Value per maund.	No.	Description of goods. Manufactures.	* Tariff value per Maund.
1	Bhūsa,		39	Cotton cloth (Indian), ...	
2	Bhang,		40	Do. (European), ...	
3	Chāras,		41	† Leather,	
4	Opium,		42	† Liquors,	
5	Post,		43	† Metal Manufactures, ...	
6	† Other Drugs,		44	Pashmina,	
7	Sulphur,		45	† Railway Materials, ...	
8	Saltpetre,		46	† Spote and Bullion, ...	
9	Indigo,		47	Woollen Manufactures, ...	
10	Other Dyes,		48	† Miscellaneous, do. ...	
11	Cotton (cleaned,)				
12	Do. (uncleaned,)				
13	Wool,				
14	Pashm,				
15	Silk,				
16	Flax,				
17	† Other Fibres,				
18	Fruits and Nuts,				
19	† Furs and Feathers, ...				
20	Wheat,				
21	Rice,				
22	Gram,				
23	Inferior Grains,				
24	Pulses,				
25	Ghi,				
26	Gums and Resins,				
27	† Horns and Hides, ...				
28	† Metals,				
29	Oils,				
30	Oil seeds,				
31	Salt,				
32	Sugar (refined,)				
33	Do. (unrefined,)				
34	Spices,				
35	Tea,				
36	Tobacco,				
37	Wood,				
38	† Miscellaneous products, ...				

* To be filled up by Deputy Commissioners.

† The value per maund of these articles cannot be given, but they are entered in order that a No. may be assigned to them.

The value of such consignments must be ascertained on the spot by the statistical writer.



BOOK CIRCULAR No. 6 of 1874.

CIRCULAR No. 11 of 1874.

(No. 1802).

Dated Lahore, the 20th March 1874.

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

Spirits and fermented liquors. The Excise Law of the Panjab in regard to spirits and fermented liquors is contained in Act X of 1871 and Act XVI of 1863.

2. Under these Acts the Financial Commissioner, as the chief Revenue authority, is empowered to frame rules subject, in certain cases, to sanction of the Local Government.

3. The accompanying rules, which have received the sanction of Government, are herewith circulated, in supersession of all previous orders on the subject.

The following is a list of the rules, with the sections under which they are framed in each case :—

Rules under Act X of 1871, regarding—

- I.—Distilleries worked after the English method (Section 6), page 8.
- II.—Distilleries for the manufacture of Native spirits (Section 8), page 12.
- III.—Licenses for construction and working of breweries (Section 9).
- IV.—Form and conditions of licenses (Section 33), page 15.
- V.—Excise officers entitled to rewards (Section 79) page 19.

Rules under Act XVI of 1863, regarding the levy of excise on spirits used exclusively in arts and manufactures, or in chemistry, (Section 2), page 20.

To these are added—

Rules for the supervision and control of the Excise revenue, page 21.

Rules regarding intoxicating drugs and opium are issued separately, in Book Circular IX of 1874.

4. The Rules now issued contain the following provisions, which are new, to which attention is specially directed.

Rules 41 to 47 contain provisions differing from the rules hitherto in force in regard to the rates of licenses for the sale of spirits imported or manufactured after the English method.

The low rates hitherto authorized for staging bungalows have been enhanced, and these rates must be introduced on the expiry of existing licenses.

Rule 47.—The number of licenses hereafter granted for the sale of rum is to be limited, and the licenses are to be put yearly to auction, as is done in the case of licenses for the retail vend of Native spirits.

The rules require no further comment.

5. In Panjab Notification No. 585 dated 20th April 1874 Police Officers above the rank of Sergeant have been invested under Section 46, Clause 2 of the Excise Act, with the same powers in respect of the seizure and search for spirituous and fermented liquors of every description as are given them by Clause 1 in regard to opium.

As regards Revenue Officers, Deputy Commissioners have only to appoint Tahsildars Excise Darogahs, under Section 39 of the Act, to give the necessary powers to them and their establishments.

6. The following instructions as to the use of hydrometers are also re-published, with slight additions, from previous Circulars :—

Hydrometers.

Circular 14 of 1871.

The following hydrometers are at present in use :—

I.—Sikes' hydrometers. This is a valuable and delicate instrument, fitted for testing spirits of various strength by the addition of numbered weights, and accompanied by a book of tables showing the strength of spirits at various temperatures. Instruments of this kind are to be kept with great care in the Deputy Commissioner's office, and are not to be used, except for the purpose of testing other instruments, or by the officer in charge of the Sadr Distillery at head-quarters.

Hydrometers of this kind may be procured from the Financial Commissioner's Office, and all such instruments which are out of adjustment should be sent to the Financial Commissioner's Office.

II.—Stevenson's hydrometer. This is a plain instrument of brass (sometimes gilt), marked on the narrow side of the scale stem P. 80°.

The scale shows the strength of spirits 25° above and 25° below proof when the liquor is at a temperature of 80° of Fahrenheit's thermometer. As the instrument can only be used for testing spirits at a temperature of 80° Fahrenheit, it is not ordinarily suitable for India, and no more hydrometers of this description will be issued.

III.—Hydrometers of brass made in the Panjab. These are the instruments in common use at central distilleries. They are supplied on requisition to the Financial Commissioner's office. They are adjusted to test spirits at a temperature of 90° Fahrenheit. They have only three marks on them—one at the top for proof, another in the middle for 25° below proof, and a third low down on the stem for 50° below proof. Formerly they were not accompanied with weights, but it has been found that a more accurate adjustment can be secured by using moveable weights. The instrument is also by this means kept at a convenient size.

The accompanying sketch * shows the common hydrometer with the three weights. When, with the smallest weight (1) placed on the stem just above the lower bulb (a), and with the spirit at 90° Fahrenheit, the instrument sinks in the spirit until the highest mark on the stem is level with the surface of the spirit, the spirit is of full proof. When, with the middle weight (2) placed on the instrument, and the spirit at 90° Fahrenheit, it sinks until the middle mark on the stem is level with the surface of the spirit, the spirit is 25° below proof. When, with the largest weight (3) applied, and the spirit at 90° Fahrenheit, the instrument sinks until the lowest mark is level with the surface of the spirit, the spirit is 50° below proof.

From this it will be seen that instruments with which weights have been supplied are of no use without the weights. Moreover, as the instruments are roughly made, and adjusted by filing the weights, the weights of one instrument cannot be used for another. If weights are lost, the instrument must be re-adjusted by means of the standard Sikes Hydrometer in spirit raised to 90° Fahrenheit and the new weights made so as to make the two correspond.

Care should therefore be taken that the weights are not lost.

There may still be some of the common hydrometers in use, which were adjusted without weights. Deputy Commissioners should ascertain by comparison with

the standard hydrometer the correctness of these instruments, and guard against the use of those for which weights are necessary, without the weights being applied.

Hydrometers are liable to be thrown out of adjustment by the action of the acids in the spirit upon the metal of which they are made. In order to retard such deterioration, the Excise Officers should be instructed every time that the hydrometer is used, to wash it thoroughly in pure water, and dry it carefully with cotton-wool.

Hydrometers of this kind may be procured from the Financial Commissioner's office; when out of adjustment they can ordinarily be adjusted by comparison with the standard Sykes' Hydrometer, or they may be returned to the Financial Commissioner's office for adjustment.

The spirit to be tested is poured into a copper vessel kept for trials, and brought to a temperature of 90° Fahrenheit. When the temperature of the spirit to be examined is above 90° Fahrenheit, the copper vessel, with the spirit contained in it, should be sunk in a porous vessel containing water until it is brought down to that temperature; when the temperature has to be artificially raised, this may be best done by placing it over a fire in a large pot filled with sand, or in a vessel filled with warm ashes, or hot water; as if the copper vessel itself is placed on the fire, it will be difficult to obtain a uniform temperature.

The spirit should in every case be thoroughly stirred, so as to ensure that the thermometer indicates the true temperature. The hydrometer is then thoroughly immersed in the spirit, and kept in it sufficiently long to admit of the metal attaining the same temperature as the spirit, after which it is allowed to rise till it is at rest.

LIST OF CIRCULARS CANCELLED, SUPERSEDED OR OBSOLETE.

Spirits.

	Number.	Year.
Circular	11	1855.
Do.	21	
Do.	54	
Do.	53	1856
Book Circular	LXV	1859
Circular	1	1860
Book Circular	1	1861
Do.	XXX	
Do.	XXXIX	
Circular	45	1862
Do.	87	
Book Circular	IV A	
Do.	XV A	1863
Do.	X A	
Do.	X B	
Do.	XI A	
Do.	XIX A	
Do.	XXVIII A	
Do.	XXXV B	1863
Circular	95	

		Number.						Year.
Circular	17	1864	
Book Circular	XV		
Do.	XX ₆		
Do.	III	1865	
Do.	VI		
Circular	22		
Do.	54		
Do.	19		
Book Circular	XXIX ₆	1866	
Do.	XII		
Circular	26		
Book Circular	VIII	1867	
Do.	XXIII ₆		
Do.	XIV	1868	
Do.	XXIV	1870	
Circular Memo.	1397	1871	
Circular	14		
Book Circular	XV	1872	
Circular	8	1873	

RULES UNDER THE EXCISE ACT (No. X OF 1871).

I.—Distilleries worked after the English method. (Rules under Section 6).

1. Application for license under Section 5 of Act X of 1871 shall be made to

(a). Grant of license to the Deputy Commissioner of the district. The Deputy Commissioner shall submit the application, with his report thereon, to the Commissioner of the Division, and shall be guided by his instructions in granting or withholding the license.

2. The Commissioner may prohibit the grant of such license without assigning any reason for the same, except to the Financial Commissioner in the event of his order being appealed against.

3. The applicant for license to work a distillery in the English method may, if it be thought necessary, be required to deposit as security a sum not exceeding five thousand rupees, the whole of which, or such portion as Government on the recommendation of the Financial Commissioner may determine, shall be liable to forfeiture in the event of any breach of the Excise Law involving forfeiture of license being proved. On the license expiring otherwise than by forfeiture, the sum so deposited shall be returned by the Deputy Commissioner.

4. Such deposit will, further, be at the disposal of the Deputy Commissioner for the discharge of all payments, whether of revenue, license charges, fines or forfeitures, to which the distiller may be liable by law, by the conditions of his license, or by any engagement or bond into which he may have entered.

5. Any person obtaining a license to work a distillery after the English method, shall engage to take such measures and to conform to such rules, for the security of the public revenue as may be from time to time prescribed by the Financial Commissioner with the sanction of Government.

On such engagement being entered into, a license shall be granted in the form annexed (No. I.)

6. No such distillery shall be licensed until the applicant shall have satisfied the Deputy Commissioner of the district, that the distillery buildings and premises are so constructed and surrounded by a wall as to afford full security for the Government revenue.

7. The person licensed to work such distillery shall pay the expense of the establishment employed on the part of Government at such distillery, and shall provide a suitable residence for the members of such establishment, so situated as to command the ingress to and the egress from the premises. The number and rate of remuneration of the persons employed on such establishment shall be regulated from time to time, by the Financial Commissioner.

8. The person licensed to work such distillery shall give notice, not less than

(b). Notices to be given of commencement and discontinuance of work.

one full day beforehand, both of the day on which it is intended to begin distilling, and of the day on which it is intended to discontinue working the stills.

(d). Passing of the spirits.

(Note).—No rules under Section 6 (c) regulating the size and description of the stills are at present proposed.

9. No spirits shall be removed from such distillery and beyond its premises, unless under a pass issued by the Deputy Commissioner, which shall specify the quantity and strength of the spirit. The strength shall be ascertained by Sikes' hydrometer.

10. No spirits shall be removed from such distillery upon which the duty prescribed by Act X of 1871, Section 21, has not been paid.

11. Distillers manufacturing Rum in licensed distilleries for the Commissariat and Ordnance Departments, may remove the spirit so manufactured from the distillery on executing a bond for the payment of the duty, which shall be adjusted on the receipts given by the heads of those departments.

12. Distillers working licensed distilleries, may sell spirits and spirituous liquors manufactured at such distilleries to traders and others in the Panjab, in quantities of not less than eight imperial gallons, on obtaining a pass from the Deputy Commissioner or other officer in charge of the Excise of the district in which the distillery is situated, or to any person producing a pass from such officer. The full duty must in all cases be paid before the despatch leaves the distillery premises, and the owner or manager of the distillery must hold a license for wholesale vend.

13. On payment of the prescribed duty, or, in the case provided for in Rule 11, on the execution of the bond for payment of the duty, the Deputy Commissioner or other officer aforesaid shall grant a pass in the annexed form (No. 11). This pass will protect the despatch while in transit, but it will not authorize sale of the same to others than the consignees specified therein.

14. The pass may be renewed for any other district, or the destination of the despatch in the district may be altered, if the Deputy Commissioner or other officer aforesaid is satisfied that the spirits or spirituous liquors have not been removed from the cask in which they left the distillery.

15. A duplicate of such original or renewed pass, when granted, shall be forwarded to the Deputy Commissioner or other officer in charge of the Excise of the district for which the despatch is destined, unless in the case of Rum consigned to the Commissariat or Ordnance Department.

16. The Deputy Commissioner of the district in which such licensed distillery is worked may, at his discretion, grant special passes to accredited individuals in the annexed form (No. III) for despatches of spirits or spirituous liquors manufactured at such distillery, on certified applications, for domestic consumption only, in quantities of not less than two imperial gallons, or one dozen of quart bottles. Provided that the full duty shall have been pre-paid, and that the owner or manager of such distillery shall have taken out a license for wholesale vend.

17. The Deputy Commissioner, Assistant Commissioner or Extra Assistant Commissioner, and any subordinate officer appointed to the duty by the Deputy Commissioner, shall at all times, by day or by night, have free ingress into every licensed distillery, and into the store-rooms and other places appertaining thereto, for the purpose of inspecting and measuring all stills and other vessels used in manufacturing spirits, of gauging spirits manufactured in the distillery, and of estimating, by experiments or otherwise, the amount of the duties.

18. It shall be the duty of the Excise officer stationed at a licensed distillery, to gauge and prove all spirits manufactured at the distillery, and to keep a regular account of all spirits conveyed from the distillery, or kept in the ware-houses, store-rooms, and other places where such spirits are usually deposited, exhibiting their quantity and strength.

19. The person licensed to work a distillery after the English method shall, before beginning to bring in materials for distillation, furnish to the Deputy Commissioner a correct statement of the distillery premises, specifying every ware-house, store-room, and other place appertaining thereto, to be used in carrying on the business of the distillery, and all stills, coppers, casks, and other vessels to be so used. All such vessels shall be inspected, measured, and marked by the Excise or other officer appointed to the duty by the Deputy Commissioner, and no others shall be used in the distillery.

20. The following registers shall be kept up at such distillery :—

- (1).—Register of stills, &c. (Form No. IV).
- (2).—Register of spirits in store (Form No. V).
- (3).—Register of issues and duty (Form No. VI).
- (4).—Register of passes (Form No. VII), and a monthly statement of transactions (Form No. VIII) should be furnished to the Deputy Commissioner of the district.

II.—Distilleries for the manufacture of Country Spirits (Rules under Section 8).

21. The system under which the manufacture of spirits after the Native method is now conducted throughout the Panjab, is known as the Central Distillery system.

22. A Central Distillery is an enclosure* surrounded by a wall, with only one entrance, so that no spirits can pass out without the cognizance of the Excise officer in charge. A certain tract of country is assigned to it, within which no stills may be constructed or worked, or spirits manufactured, except within this enclosure, and into which no country spirits manufactured elsewhere may be introduced without

* For the above purposes it has been found sufficient to enclose a space of from 50 to 100 yards square, with a mud wall from 8 to 10 feet high, coped, if possible, with tiles, or other covering to protect it from rain, and supplied with a strong door. This enclosure should contain two or more sheds for stills, and a well or other means of securing a sufficient supply of water.

a special pass from the Deputy Commissioner. No such enclosure may be constructed without the previous sanction of the Financial Commissioner at any place not being the head-quarters of a Tahsil Sub-division.

23. Within this enclosure any person under license from the Deputy Commissioner (Form No. IX) may erect a still at his own expense, and distil as much spirits as he pleases, either removing it himself, or allowing others to do so, as he may think fit. Before granting such sanction, the Deputy Commissioner shall take from the applicant a written engagement binding him under penalties not to use any deleterious substance in preparing his liquor, and not knowingly to transgress the rules laid down for the management of Central Distilleries.

24. The Deputy Commissioner may refuse leave to any person to set up a still without assigning any reason, except to the superior revenue authorities in the event of an appeal from his decision.

25. Distillers are permitted to store their materials inside the distillery enclosure, and to construct, at their own expense, suitable accommodation for them.

26. Spirits when distilled must be kept in a godown, under double locks, until issued from the Distillery enclosure, one lock will be the distiller's and the other, that of the Excise clerk. The spirit should be tested by the hydrometer as soon as possible after being placed in the godown, a label shewing the ascertained strength being affixed to the vessel containing it, in order that the officer in charge may know the strength of the spirits in store. On issue from the Distillery enclosure the spirit will be again tested, as provided in Rule 32, and the strength of the spirit may, previous to issue, be altered as provided in Rule 35.

27. The distillery gates must always be kept closed except for the ingress and egress of Government servants, distillers and others on business. The gates must always be closed from sunset to sunrise.

28. The Tahsildar has the immediate control of the Central Distillery at his head-quarters. An Excise clerk and a limited number of chaprasis are placed under his orders for the management of the distillery.

Id. para 39.

29. Spirits are not allowed to be sold by retail at a Central Distillery.

30. No spirit may be removed from a Central Distillery in less quantity than two gallons, or without a pass (Form No. X). Such pass shall be granted to licensed vendors only on payment of the prescribed duty. The pass must be signed by the Tahsildar, or, in his absence, by the Naib-Tahsildar, and must be shown at the gate.

31. But special passes in the form annexed (Form No. XI) may be granted to native gentlemen for spirits made at the Central Distillery according to their order, who have been in the habit of using spirits prepared in a particular mode, and object to the use of liquor prepared in the ordinary manner. They must make their own arrangements with the proprietor of one of the sanctioned stills for the use of the still, or the manufacture of the spirits.

32. The Excise clerk, under the directions of the Tahsildar or Naib-Tahsildar, must measure and prove all spirits issued under the directions of the Tahsildar or Naib-Tahsildar, and shall keep a register (Form No. XII) with counterfoil of the passes issued, which shall be numbered consecutively. At the end of the month a duplicate shall be prepared for transmission to the District office, with an abstract showing the quantity of spirit of each strength passed during the month for each shop supplied from the distillery. Both register and duplicate shall be signed by the Tahsildar.

Bengal Rule 24.

33. Wash prepared for distillation is on no account to be allowed to leave a distillery.

34. The still and apparatus of a distiller permanently ceasing to manufacture must within five days of closure, be removed from the distillery premises unless transferred on application to

another licensed distiller. If not removed or transferred within that time, the Deputy Commissioner may give ten day's notice of confiscation to the owner, and may confiscate the still after the expiration of such notice, unless removed in the meantime.

35. No spirit shall be issued above proof; with this exception spirit may be made and passed out of the distillery as strong or as weak as the distiller chooses.

The duty is levied at the following rates according to the strength of the spirit, as ascertained by the hydrometer:—

In the Ráwalpindi and Multan Divisions and District of Hazára.	Elsewhere—	From 25 per cent. below proof to proof, 50 per cent. below proof, and more than 25 more than 50 per cent. below proof.
Rs. 3-0-0 per imperial gallon.	Rs. 2-8-0 per imperial gallon.	
2-8-0	2-0-0	
2-0-0	1-8-0	

90° Fahrenheit of the thermometer. A standard hydrometer of English make is supplied to each district by which to test those of Native manufacture.

37. Passes are only current for the day on which they are issued, except when the spirits have to be conveyed more than 10 miles, when they will be current till mid-day of the following day.

III.—Licenses for construction and working of Breweries (Rule under Section 9).

38. The Deputy Commissioner of any district may, on application, grant a license for the construction and working of a brewery in the annexed form (No. XIII). He may refuse a license without assigning any reason, except to the superior Revenue authorities in the event of an appeal from his decision.

IV.—Form and conditions of Licenses under the Act. (Rules under Section 33.)

39. Licenses for the wholesale vend of spirituous liquors passed from distilleries in British India, worked according to the European method of fermented liquors manufactured at a licensed brewery, and of spirituous or fermented liquors imported either by land or sea, shall be granted by the Deputy Commissioner of the district, or in a Cantonment by the Superintendent of Abkari for the Cantonment, on payment of a fee of Rs. 16 for the official year, or for any portion of the official year during which the license may be in force.

40. The license may be for the sale of all the classes of liquor mentioned in the last preceding rule, or of any one or more such classes, and shall be in the form annexed (No. XIV). The place of vend, mentioned in the license may with consent of the Deputy Commissioner, or of the Cantonment Superintendent of Abkari, be altered to any other place within the jurisdiction of such officer.

41. Licenses for the retail sale of all or any such liquors may be granted by the Deputy Commissioner of the district, or in a Cantonment by the Superintendent of Abkari, for the official year, or for any portion of it, on payment of the following fees:—

Retail sale of such liquors (vide Section 11).

First class Rs. 100 per annum, or Rs. 25 per quarter of a year.

Second class Rs. 48 per annum, or Rs. 12 per quarter of a year.

42. The fee will be payable at or before the commencement of each quarter, and in no case shall less than the full fee for a quarter be charged. The Deputy Commissioner shall determine the class in which each vendor shall be placed. In case of doubt, or when the vendor desires it, a reference may be made through the Commissioner to the Financial Commissioner.

43. In localities where the demand for spirits manufactured after the European method, or imported by land or sea, is small, the Deputy Commissioner may, at his discretion, grant a retail license at the reduced rate of Rs. 24 per annum, or Rs. 6 per quarter.

44. A retail license for the vend of fermented liquors only may be granted in any locality at the same rate, should the Deputy Commissioner think fit.

45. A license for the retail sale of all or any of the liquors specified in Rule 39 may be granted at the same rate to the proprietor of a small hotel or boarding-house, or to the person in charge of a staging bungalow, should the Deputy Commissioner be of opinion that neither the first nor the second class rate is applicable. Such license shall be subject to the condition that sales shall be made only to travellers and occupants of the hotel, boarding-house or staging bungalow, in addition to the other conditions prescribed for retail licenses.

46. Subject to the same additional condition, a retail license to supply such liquors may be granted to the person in charge of a staging bungalow at a further reduced rate should the Deputy Commissioner consider the rate of Rs. 24 too high. Such rate shall not be less than Rs. 6 per annum at district or sub-divisional headquarters, in cantonments, or at important halting places; nor than one rupee per annum at little-frequented places.

47. The provisions of Rules 41, 42, 43, 44, 45, 46, so far as regards the granting of licenses and the fees to be levied for such licenses, shall not apply to licenses for the retail sale of Rum. A limited number of such licenses shall be put up for auction sale by the Deputy Commissioner at the commencement of each year in the manner provided for in Rules 48, seq. for licenses for the retail sale of spirits manufactured according to the Native method.

48. Licenses for retail vend shall be in the annexed form (No. XV).

49. A licensed-brewer or distiller is not at liberty to make any sales, either by wholesale or by retail, unless he holds a license for wholesale or retail vend.

50. Licenses to sell, either by wholesale or by retail may be refused, either on the ground that the applicant is not a fit person, or that the locality is unsuitable, or that a sufficient number of licenses are already held in the same neighbourhood. No reason for the refusal need be assigned, except to the superior Revenue authorities in case of an appeal.

51. Licenses for the retail sale of spirits manufactured according to the Native method are ordinarily granted separately for each shop at

Retail sale of spirits manufactured after the Native method (*vide* Section 24).

Circular XXXV B of 1863.

See Section 35 of Act.

a monthly rate fixed by auction sale, or by accepted tender in the form annexed (No. XVI). As soon as all the leases have been effected, a report is submitted to the Commissioner of the Division for approval, showing the places at which it is proposed to locate retail shops, and the rates fixed (Form No. XVII). If any change becomes

necessary during the year owing to a change in the licensed vendor or the rate, or to a new shop being opened or a license surrendered, a supplemental statement should be submitted.

52. No shop should be allowed to be established in a conspicuous position adjoining a road, where there are few or no other habitations, or in a village the inhabitants of which object to its presence.

53. No fresh shop should be established within the year at a locality where it would render any of the shops already licensed for the year less profitable.

54. Licenses for the sale of country liquor at periodical fairs, during the days on which the fair is held, may be sold, either separately from the annual license for the same locality, or as part of such license.

55. In Cantonments and, with the previous sanction of the Financial Commissioner, in any other sub-division of a district, the form of the licenses for retail of country spirits at all authorized shops may be sold by auction under the same rules as those which are applicable to the farm of the excise on drugs. A counterpart of the license, which shall be in the form already prescribed for licenses for retail sale shall be kept at each shop.

56. All license fees for the retail sale of country spirits shall be paid in advance at the commencement of each month to the Tahsildar charged with the supervision of the distillery from which the liquor is drawn, and no liquor shall be passed out to a shop for which the fee of the month has not been paid.

57. In Cantonments the license shall provide, in addition to the conditions elsewhere prescribed, that the liquor must be drunk on the premises.

V.—What Excise Officers entitled to rewards under the Act. (Rule under Section 79).

58. The Excise Darogah of a district and all Customs officers, officers in the Revenue Department below the rank of Naib-Tahsildar, and officers in the Police below the rank of Deputy Inspector, shall, when acting as Excise officers, be entitled to receive rewards under Section 79 of the Excise Act. Tahsildars, Naib-Tahsildars, Deputy Inspectors of Police, and officers of the Revenue or Police Departments in grades superior to these, shall not be entitled to share in such rewards unless otherwise specially ordered by the Financial Commissioner.

Rules under Section 2 of Act XVI of 1863 for levying the Excise on Spirits used exclusively in Arts and Manufactures, or in Chemistry.

1. Application for license to remove spirits from a licensed distillery to be used exclusively in arts and manufactures, or in chemistry, on payment of an *ad valorem* duty of 10 per cent. under Act XVI of 1863, must be made to the Deputy Commissioner of the district, who must be satisfied that such spirits have been effectually and permanently rendered unfit for human consumption by the admixture of some ingredient, regarding which the Chemical Examiner to Government has certified that it will effectually and permanently render unpalatable, and unfit for human consumption, the spirits with which it is mixed.

2. Any expense which may be incurred by the Deputy Commissioner in rendering spirits unfit for human consumption, or for ascertaining by chemical or other process that they have been effectually and permanently rendered unfit for human consumption, must be paid by the person wishing to clear the spirits before they are allowed to be removed.

3. For the purpose of fixing the amount of duty to be levied on such spirit, the Deputy Commissioner may determine its market value, subject to appeal to the Commissioner.

4. The license, which shall be in the annexed form (No. XVIII), shall specify the premises on which the spirit so removed shall be used, and such premises shall be open to the inspection of Excise officers at any hour of the day or night. If used at the distillery, the use of the spirit shall be under the same supervision of the Excise establishment as the manufacturing operations of the distillery.

5. The Deputy Commissioner may refuse to grant such license without assigning any reason, except to the superior Revenue authorities in the event of appeal.

Rules for the supervision and control of the Excise Revenue from Spirits and Fermented Liquors.

1. A monthly report (*tauzi*) of collections on account of licenses for retail sale of spirits and fermented liquors shall be prepared at each tahsíl, and forwarded by the Tahsildár to the District Officer, along with the abstract of passes issued during the month. The Excise Darogah or other proper officer shall prepare from those returns a single statement showing the Excise collections of each tahsíl in the district, and shall lay this statement before the Deputy Commissioner, who will issue thereupon such instructions as may be required for recovery of arrears or otherwise.

2. These statements need not be submitted to the Commissioner unless called for by him, or required to elucidate reports on balances recommended for remission or suspension.

3. A quarterly statement of income from excise on spirituous and fermented liquors (No. XIX) is submitted by Deputy Commissioners to the Commissioner of the Division, by whom it is forwarded, with such remarks as he considers necessary, to the Financial Commissioner.

4. Compensation on account of the closing of shops for the retail vend of native spirits whilst European troops are in the vicinity shall be adjusted by cash payment under order from the Deputy Commissioner. Such order shall be issued on receipt of the Tahsildár's report of the amount of compensation due, and the payment shall be charged in the public account.

5. Suspensions and remissions of demand may be made under the sanction of the Commissioner of the Division. In the case of suspensions, a date or dates for payment must be fixed.

Book Circulars XIII and XXXIX of 1861.

6. Refunds may be made under the rules* applicable to refunds on account of Land Revenue.

Book Circular XIV of 1868. Appendix IV. Remarks on Circular 54 of 1855.

7. All suspensions, remissions, and refunds sanctioned by Commissioners, must be reported at the time to the Financial Commissioner.

8. As soon as possible after the close of the year, and in anticipation of his annual Revenue Report, the following statement. (No. XX) should be submitted by the Deputy Commissioner to the Commissioner of the Division:—

Comparative statement of income and charges on account of excise on spirituous and fermented liquors for the years 18 18 and 18 18

* See Rules under Panjab Land Revenue Act, Section 65.

9. This statement will be forwarded by the Commissioner to the Financial Commissioner after examination and addition of such remarks as may be necessary, including his orders for the disposal of balances entered as doubtful.

10. Balances, the remission of which has been sanctioned during the year under report, will be shown in the statements as nominal or irrecoverable, as the case may be, a reference to the order sanctioning the remission being added.

FORM No. I.

REGISTER No.

License to work a distillery for the manufacture of spirits according to the English method at in the district of is hereby granted to subject to the conditions prescribed in the rules made by the Financial Commissioner with the sanction of the Panjáb Government under Section 6 of the Excise Act 1871, and to such other rules for the security of the public revenue as may be hereafter made and issued under the same authority.

District

Dated

Deputy Commissioner.

FORM No. II.

REGISTER No.

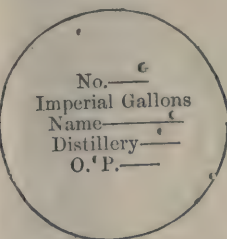
Pass from the licensed distillery of at in the district of the undermentioned quantity of viz. imperial gallons, of the strength of upon which the legal duty has been paid (or for the payment of the legal duty upon which a bond has been executed under Rule 11), and contained in casks marked as below, consigned to at in the district of

This pass will continue in force for days from this date.
Quantity of despatch.

District

Dated

Deputy Commr.



Distillery Officer.

FORM No. III.

REGISTER No.

Special pass is hereby granted for the despatch of the undermentioned quantity of manufactured at the distillery of in the district of residing at in the district of the prescribed duty having been paid, and the despatch having been certified for domestic consumption only.

This special pass shall continue in force for days only from this date.

Description and strength of spirit.	Quantity in imperial gallons	No. of bottles.
District		
Dated	Distillery Officer.	Deputy Commr.

FORM No. IV.

REGISTER OF STILLs, CASKS, &c. USED IN THE

DISTILLERY.

1	2	3	4	5	6	7	8	9	10	11
Date of mea- surement.	DETAIL OF STILLs, &c.									REMARKS.
	Still's.		Cask's.			Other vessels.				
	Number.	Capacity.	Number.	Mark.	Capacity.	Number.	Mark.	For what pur- pose used.	Capacity if used for stor- ing spirits.	

FORM No. V.

REGISTER OF SPIRITS IN STORE. QUANTITIES IN IMPERIAL GALLONS.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
DATES.	SPIRITS.					RUM AND CORDIALS.				METHYLATED SPIRITS.				REMARKS.
	Gallons.					Gallons.				Gallons.				
	Above proof.	Above proof.	London proof.	Below proof.	Below proof.	Proof.	Below proof.	Below proof.	Below proof.	Above proof.	Proof.	Below proof.	Below proof.	
Balance in store on the 20th November,														
Received into store,														
Total ...														
Issued ...														
Balance in store ...														

NOTE.—The number of columns under each head indicating strength must be adapted to the probable requirements of the distillery.

FORM No. VI.

REGISTER OF ISSUES AND DUTY.

1	2	3	4	5	6	7	8	9	10	11	12
Date.	<i>Spirits issued.</i>			<i>Rum and Cordials issued.</i>			<i>Methylated spirits issued.</i>			Total of Duty.	REMARKS. Here note non-payment of duty on spirits issued to Government departments to be adjusted separately.
	Strength.	Number of gallons.	Duty.	Strength.	Number of gallons.	Duty.	Strength.	Number of gallons.	Duty.		

FORM No. VII.
REGISTER OF PASSES.

1	2	3	4	5	6	7	8	9	10	11	12	13	14
DATE.	<i>Passes for Commissariat or Ordnance Departments, Rule 11</i>				<i>Passes for traders and others for quantities not less than 8 gallons, Rule 12.</i>				<i>Special passes for domestic consumption, not less than 2 gallons, Rule 16.</i>				
	Name of party in whose favor pass is issued.	Quantity, description, and strength of spirits &c. covered by pass.	Amount of duty due.	Destination.	Name of party in whose favor pass is issued.	Quantity, description, and strength of spirits &c. covered by pass.	Amount of duty paid.	Destination.	Name of party in whose favor pass is issued.	Quantity, description, and strength of spirit &c. covered by pass.	Amount of duty paid.	Destination.	REMARKS.

FORM No. VIII.
MONTHLY STATEMENT OF SPIRITS, DUTY, &c.

1	2	3	4	5	6	7	8
Description.	Strength.	In store at end of previous month in gallons.	Distilled and brought into store during the month.	Issued during the month.	Balance remaining in store.	Amount of duty paid.	REMARKS.
Spirits. ...	Above proof. Do. London proof. Below proof. Do.						
Rum and Cordials.	Proof. Below proof. Do. Do.						
Methylated spirits ...	Above proof. Below proof. Do.						

N. B.—A yearly return in the same form to be submitted with the Revenue Report.

REGISTER No. FORM No. IX.

License is hereby granted to _____ resident of _____ to work _____ still in the Central Distillery at _____ for the manufacture of spirits from the date of this license to the 31st March 187—, subject to the following conditions :—

I. That he work no more than _____ still under this license, and that he conform in all respects to the rules laid down from time to time by the Financial Commissioner for the regulation of Central Distilleries.

II. That he pay to Government, for the use of the premises, the monthly rent of _____ to be paid on demand at the end of each month.

III. That he sell only to parties who are duly licensed to sell by wholesale or retail.

IV. That upon any breach of these conditions this license shall be forfeited, and, in the event of such forfeiture, his stock of unsold spirit, with the still and apparatus, may be sold by the Deputy Commissioner in satisfaction of the claims of Government.

FORM No. X.

REGISTER No.

Locality of Distillery

Allow licensed to retail spirits at to remove from the distillery

gallons, upon which the prescribed duty has been paid.

Qanungo.

Tahsildar.

FORM No. XI.

SPECIAL PASS.

Special permission is hereby granted to of to obtain from the distillery of of parganah the undernoted quantity of liquor for private consumption only, duty having been paid thereon quantity quality Amount of duty, quantity paid Date and hour of issue This duty paid pass remains in force only till the hour of This pass remains in force only till the hour, of Signature of Tahsildar

Dated

SPECIAL PASS.

Special permission is hereby granted to to obtain from the distillery of parganah the undernoted quantity of liquor for private consumption only, duty having been paid thereon quantity quality amount of quantity paid Date and hour of issue This duty paid pass remains in force only till the hour, of Signature of Tahsildar

Dated

FORM No. XII.

FORM OF REGISTER OF PASSES ISSUED FROM THE DURING THE MONTH OF

TAHSIL OF ZILLAH

Date.	No. of Pass.	Name and locality of retail vendor.	Quantity of Spirits passed.				Total.	Total of duty paid.
			Paying Re. 1-8-0 duty.	Paying Rs. 2-0-0 duty.	Paying Rs. 2-8-0 duty.	Paying Rs. 3-0-0 duty.		

ABSTRACT OF ABOVE.

Name and locality of vendor.	Total quantity of Liquor passed.				Total.	Total of duty paid.
	Paying Re. 1-8-0	Paying Rs. 2-0-0	Paying Rs. 2-8-0	Paying Rs. 3-0-0		

FORM No. XIII.

Licence to work a brewery is hereby granted to in the district of on the following conditions, infraction of any of which will involve forfeiture of license :—
 1st. Only malt liquor of any description shall be manufactured within such brewery or the premises thereof.

2nd. No attempt shall be made to extract spirits from the grains or refuse of the brewery.

3rd. No wholesale vend of malt liquor shall be made at the brewery without a wholesale license under Section 13, or retail vend without a retail license under Section 13, Act X of 1871.

4th. No malt liquor shall be sold or given from the brewery to European soldiers or Non-Commissioned Officers whether with their Regiments or on Staff or Civil employ, without written permission of the Officer Commanding or other official superior.

5th. The brewery shall be open at all times to the inspection of the Deputy Commissioner, Assistant Commissioner, or Extra Assistant Commissioner of the district, or of any subordinate whom the Deputy Commissioner may authorize for the purpose.

District

Dated

Deputy Commissioner.

NOTE.—Where a distillery license is also held, conditions 1 and 2 must be omitted or modified, so as to consist with such license.

FORM No. XIV.

LICENSE FOR THE WHOLESALE VEND OF IMPORTED SPIRITUOUS AND FERMENTED LIQUORS.

Registered number

Name of vendor

Locality

License for the wholesale vend of spirituous and fermented liquors manufactured according to the English method, or imported into British India, is hereby granted to at in the district of on these conditions, the infraction of any of which shall involve forfeiture of license and penalties under Sections 57 and 58, Act X of 1871.

1st. That sale of the above-mentioned descriptions of liquors only shall be made, and that sale or admixture therewith of spirits manufactured after the Native method shall on no pretext be made or attempted.

2nd. That sale of the liquors of the description authorized shall not be of less quantity than two imperial gallons or twelve quart bottles, and this quantity shall not be made up partly of spirituous and partly of fermented liquors, but wholly of one or the other.

3rd. That sale of liquors of any kind or in any quantity within the limits of any Military Cantonment shall not be made unless with the sanction of the Commanding Officer.

4th. That at the shop or place of vend a signboard shall be put up, inscribed with the name of the license-holder and the designation "wholesale vendor" under Section 13, Act X of 1871.

5th. That an annual fee of sixteen rupees shall be paid to Government in advance.

6th. Spirituous or fermented liquors shall not be sold to any European soldier or Non-

Vide G. O. No. 163 A dated
6th August 1864.

commissioner Officer, whether with his Regiment or on Civil or Staff employ, or to any camp follower, without the express permission of the Officer Commanding the Regiment or Detachment or of his other official superior, or of the Cantonment Magistrate in localities where Act XXII of 1864 is in force.

District

Dated

Deputy Commissioner.

FORM No. XV.

LICENSE FOR THE RETAIL VEND OF IMPORTED SPIRITUOUS, AND FERMENTED LIQUORS.

Registered Number

Name of vendor

Locality

License for retail vend of spirituous and fermented liquors manufactured according to the English method, or imported into British India, excepting Rum, is hereby granted to at in the district of on these conditions, the infraction of any of which shall involve forfeiture of license and penalties under Sections 57 and 59, Act X of 1871 :—

1st. That retail sale of the above-mentioned descriptions of liquors only shall be made, and that sale or admixture therewith of spirits manufactured after the Native method shall on no pretext be made or attempted.

2nd. That spirituous and fermented liquors of the above-authorized descriptions shall be procured from licensed wholesale dealers.

3rd. That sales shall be made of liquors only in the shop for which this license is granted, and not elsewhere under any pretext.

4th. That no greater quantity of liquor than two imperial gallons, or twelve quart bottles, shall be sold to any one persons at one time.

5th. That wearing apparel or goods of any kind shall not be taken in barter for liquor.

6th. That the shop for which this license is granted shall not be open, nor sale of liquor be made therein, before sunrise or after 8 o'clock at night.

7th. That no bad characters shall be allowed to resort to the shop, or gambling or disorderly conduct of any description shall be permitted there, and that information of suspected persons shall be given to the Magistrate or police officer.

8th. That a signboard shall be fixed at the entrance of the shop, with the name of the license holder and the designation "retail vendor," under Section 14, Act X of 1871.

9th. That the licensed vendor shall produce his license and his accounts for inspection on the requisition of the Excise officer duly authorized to demand their production, and shall give entry to the shop to any Excise Officer at any hour, day or night.

10th. That in the event of the holder of this license also holding a wholesale license for vend of spirituous and fermented liquors, the accounts of sales under each license shall be kept separate.

11th. That a quarterly fee of Rupees shall be paid to Government in advance for every quarter of the term for which this license is granted.

This license shall have effect from the date hereof to the 18

12th. Spirituous or fermented liquors shall not be sold to any European soldier or Non-Commissioned Officer, whether with his Regiment or on Staff or Civil employ, or to any camp-follower, without the express permission of the Officer Commanding the Regiment or Detachment, or of his other official superior, or of the Cantonment Magistrate in localities where Act XXII of 1864 is in force.

13th. Spirituous or fermented liquors shall not be sold to any native if there is reason to believe that he intends to convey the same to European soldiers or Non-Commissioned Officers or their wives, or European or Eurasian camp followers.

District

Dated

Deputy Commissioner.

FORM No. XVI.

LICENSE FOR THE RETAIL VEND OF NATIVE SPIRITS.

Registered Number

Name of vendor

Locality

License for the retail of spirits manufactured according to the Native process is hereby granted to at in the district of on these conditions, the infraction of any of which shall involve forfeiture of license and penalties under Sections 57, 58 and 59, Act X of 1871 :—

1st. That no spirits are sold at the shop, except the produce of the distillery, at either obtained direct from the distillery or purchased from a wholesale licensed vendor located within the limits of the said distillery.

2nd. That sales of spirits are made only in the shop for which this license is granted, and not elsewhere upon any pretext whatever.

3rd. That not more than one set of spirits shall be sold to any person at one time.

4th. That the shop shall not be open or sales made therein before sunrise and after 8 P. M. at night.

5th. That no wearing apparel or jewels shall be received in barter for liquor.

6th. That bad characters shall not be allowed to resort to the shop, and gaming and disorderly conduct shall be prevented therein, and that information of suspicious characters shall be given to the Magistrate or nearest police officer.

7th. That a sign-board shall be fixed up at the shop with the name of the vendor and designation "licensed retail vendor of country spirits."

8th. That the license and shop accounts shall be produced for inspection of the Excise officer authorized to require such production, and that entry to the shop shall be allowed to any Excise officer at any hour.

9th. That the following monthly license fee shall be paid in advance to the Government through the Tahsildar of

Amount of monthly license fee for shop at

This license shall be in force to the

10th. Spirituous or fermented liquors shall not be sold to any European soldier or Non-Commissioned Officer, whether with his Regiment or on Staff or Civil employ, or to any camp-follower without the express permission of the Officer Commanding the Regiment or Detachment, or of his other official superior, or of the Cantonment Magistrate in localities where Act XXII of 1864 is in force.

vide G. O. No. 163 A dated 6th August 1864.

District

Dated

Deputy Commissioner,

FORM No. XVII.

STATEMENT SHOWING THE NAMES OF PLACES AT WHICH IT IS PROPOSED TO ESTABLISH LICENSED SHOPS FOR THE RETAIL VEND OF SPIRITS IN THE DISTRICT FOR THE YEAR 187

1	2	3	4	5	6	7	8	9	10	11	12
District.	Name of nearest distillery.	Names of places at which licensed shops are to be established.	Name of vendor.	Period for which the lease is given.	Distance from the nearest distillery.	Distance from the nearest retail spirit shop.	Daily rate fixed.		Monthly rate fixed.		REMARKS.
							187	187	137	187	

N. B.—These columns are comparative for two years.

No. XVIII.

REGISTER No.

License is hereby granted to _____ to use exclusively for the purposes of arts and manufactures, or of chemistry at _____ (describe the premises), spirits removed from the licensed distillery of _____ after having been rendered unfit for human consumption under the rules prescribed by the Financial Commissioner of the Panjab, and after payment of duty at ten per cent *ad valorem*.

Provided that the said premises shall be open to inspection by Excise officers to the same extent as the shop of a retail vendor is so open by the Excise Act, 1871, and that any violation of Act XVI of 1863 of the rules prescribed by the Financial Commissioner, or of the Excise Act, 1871, will entail forfeiture of this license in addition to any other penalties prescribed by law.

This license will remain in force only till the 31st of March 18

District _____
Dated _____

} a

Deputy Commissioner.

No. XIX.

QUARTERLY STATEMENT OF ABKARI INCOME IN THE DISTRICT FOR THE QUARTER ENDING 187

DISTRICT FOR

1	2	3	4	5	6	7	8	9	10	11	12	13	14
District.	From license fees for the vend of Native liquor.	From license fees for the sale of European spirituous and fermented liquors imported or manufactured in India after the European method.	FROM STILL-HEAD DUTIES ON COUNTRY SPIRITS.										
			Spirits, London proof.		25 per cent. below proof.		50 per cent. below proof.		Total.		Gross receipts of previous quarters of the year.	Total net receipts of the year up to the close of the quarter under report.	Net receipts of the previous year up to the close of the same quarter.
			No. of gallons.	Amount of duty.	No. of gallons.	Amount of duty.	No. of gallons.	Amount of duty.	No. of gallons.	Amount of duty.			
											Fines, fees, and forfeitures.		
											Other items.		
											Total gross receipts.		
											Gross receipts of previous quarters of the year.		
											Total net receipts of the year up to the close of the quarter under report.		
											Net receipts of the previous year up to the close of the same quarter.		
													REMARKS.

DEPUTY COMMISSIONER'S OFFICE.
The _____ 187

Deputy Commissioner.

No. XX.

COMPARATIVE STATEMENT OF INCOME AND CHARGES ON ACCOUNT OF EXCISE ON SPIRITUOUS AND FERMENTED LIQUORS
FOR THE YEARS 187 187 AND 187 187

PARTICULARS AFFECTING THE ADMINISTRATION OF THE SALE OF SPIRITUOUS LIQUORS.

DIVISION.	District.	Year.	No. of shops for the vend of Native liquors at the close of the year.		No. of shops for the sale of English spirituous and fermented liquors at the close of the year.		Number of persons prosecuted for breach of the rules for the sale of spirituous liquors.	Number of persons convict- ed and punished.	REMARKS.	
			Wholesale.	Retail.	Wholesale.	Retail.				
1	2	3	4	5	6	7	8	9	10	11

NOTE.—If any distilleries pass out liquor worked according to the English method, this should be stated in the column of Remarks.

No. XX.

COMPARATIVE STATEMENT OF INCOME AND CHARGES ON ACCOUNT OF EXCISE ON SPIRITUOUS AND FERMENTED LIQUORS
FOR THE YEARS 187 187 AND 187 187.—(Continued).

RECEIPTS.										CHARGES.						Net Receipts.
From license fees for the sale of European spirituous and fermented liquors imported or the English method.		From still-head duties		On country spirits.		Total	Fines, fees, and forfeitures.	Other items.	Total gross receipts.	Salary of Superintendent Cantonment Abkari.	Fixed establishment, District and Cantonment.	Compensation for closing of shops during passage of troops.	Rewards paid to informers.	Contingencies.	Total Charges.	
12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	

NOTE.—1. Ordinarily there should be no balances in this income.

2. Licenses must be paid for before granted.

3. Still-head duty must be paid before the liquor is removed from the Distillery.

4. For loss resulting from closing shops, compensation shall be paid in cash from current collections.

5. Where European distilleries exist, an additional column must be added after 17 for still-head duty on spirits manufactured after the European method.

NOTE.—The income from distilleries and drugs should be credited in the Treasury accounts under two heads only:—

1st. All income derived from Sadr Distilleries, column 20 of this Return.

2nd. All income derived from intoxicating drugs, column 18 of drug statement.

If the entries of this Return do not correspond with the Treasury account, explanation of the discrepancy must be given.

I certify, after personal inspection of the accounts, that the sum of Rs.

has been credited under the head of "Excise" in the accounts submitted to the Accountant General. The sum entered in column 20 differs from the amount so credited only on account of the omission of fractions.

Deputy Commissioner.

CIRCULAR No. 12 of 1874.

(No. 1806½).

Dated 20th March 1874.

To

ALL COMMRs. AND DEPUTY COMMRs.,

PUNJAB.

A supply of Sanad Forms for rent-free grants having now been procured from the office of the Surveyor General, Calcutta, in accordance with the Indents submitted to this office, in reply to Circular Memo. No. 7160 dated 13th December 1873, these forms, as detailed in the accompanying list, have been despatched to Deputy Commissioners, and the following instructions are issued for their disposal :—

2. The forms are of six descriptions—

I.—For jagirs in perpetuity, without any payment.

II.—For jagirs in perpetuity, subject to payment of nazaranah in lieu of service.

III.—For jagirs granted for one or more lives (not in perpetuity), with or without payment of nazaranah.

IV.—For life jagirs to be held by two or more sharers, share of each lapsing at death, with or without payment of nazaranah.

V.—For jagirs for endowment of religious and charitable institutions.

VI.—For zamindari inams.

3. The wording of the forms has been made as simple as possible. This wording is not to be altered, but any special conditions required to be noted in particular cases, can be entered separately in writing.

4. His Honor the Lieutenant Governor has delegated, the power of signing these sanads on his behalf to the Commissioners of Divisions, but special care must be taken to compare the sanads with the registers in which the grants were sanctioned as a guard against fraud.

5. Any sanads that have already been issued under the signature of the Secretary to the Board of Administration, or the Secretary to the Chief Commissioner, are not to be re-called, and no charge should be made for the sanads now to be issued.

LIST.

1	2	3	4	5	6	7
DISTRICT.	Number of jagirs and maafis in perpetuity, without any payment.	Number of jagirs and maafis in perpetuity, subject to payment of nazaranah in lieu of service.	Number of jagirs and maafis for one or more lives (not in perpetuity with or without payment of nazaranah, exceeding 50 acres.	Number of jagirs and maafis held for life by two or more sharers, share of each lapsing at the death, with or without payment of nazaranah, exceeding 50 acres.	Number of jagirs and maafis for endowment as religious and charitable institutions.	Number of zamindari inams.
Dehli	953	2	34	12	114	11
Gurgaon	25	1	4	2	73	3
Karnal	598	169	3	5	151	...
Hissar	7	...	223	...	8	...
Rohtak	14	...	14	5	59	...
Sirsa	3	1	82	...	3	...
Ambalah	349	10,849	1,105	55	464	5
Ludianah	88	58	17	20	368	...
Simla	11	32	...
Jalandhar	61	1	31	20	159	...
Hoshiarpur	327	35	64	16	605	28
Kaifra	20	7	30	15	400	15
Amritsar	862	255	115	810	325	2,239
Gurdaspur	1,988	171	125	302	636	200
Sialkot	728	43	118	76	3,155	1,457
Lahore	62	15	18	131	92	8
Ferozpur	23	13	37	99	305	20
Gujranwala	381	28	66	136	1,010	1,202
Rawalpindi	89	...	68	28	24	42
Jhelam	57	3	7	28	50	110
Gujrat	476	5	85	105	46	1,589
Shahpur	80	...	38	...	26	80
Multan	50	15	20	14	26	...
Jhang	139	...	4	206	32	...
Montgomery	46	6	1	25	34	1
Muzaffargarh	14	...	60	10	53	...
Derah Ismail Dhat,	43	...	53	21	35	25
Derah Ghazi Khan,	25	...	1	36	9	...
Bannu	4	6	...	20
Peshawar	66	30	216	264	4,332	4,088
Kohat	2	252	2	...
Hazara
TOTAL	7,601	11,707	2,639	2,702	12,663	11,133

CIRCULAR No. 13, OF 1874.

Lahore, 4th April 1874.

To

ALL COMMISSIONERS AND SUPERINTENDANTS, PANJAB.

Intimates that a provision of two lakhs has been sanctioned by Government for Takavi Advances, advances under the Land improvement Act during 1874-

75, and of this sum the following allotments are made by the Officiating Financial Commissioner for each Division :—

Dehli	Rs. 20,000
Hissar	25,000
Ambalah	15,000
Jalandhar	11,000
Amritsar	11,000
Lahore	15,000
Rawalpindi	15,000
Multan	25,000
Derajat	15,000
Peshawar	15,000

Rs. 1,67,000

Financial Commissioner's reserve „ 33,000

Total Rs. 2,00,000

CIRCULAR No. 14 of 1874.

(No. 2199).

Dated 6th April 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

In continuation of Circular No. 8 dated 2nd March, the Officiating Financial Commissioner requests, in accordance with orders of Government, that in addition to the information required regarding estates held under direct management (subject No. 14, Part II). Government, estates of every description, whether cultivated villages or portions of villages, or forest or waste lands, may be mentioned in the Annual Revenue Report collectively under the same heading.

CIRCULAR No. 15 of 1874.

(No. 2339)

Dated the 13th April 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The following instructions regarding the mode in which the account and expenditure of the rate leviable under Section 28 of the Rules regarding Courts of Wards, published with Panjab Government Notification No. 1122 dated 23rd July 1873, is to be effected, are issued, after consultation with the Accountant General, for general guidance.

2. The collections on account of the rate are to be credited in gross to Government under the heading "Land Revenue Miscellaneous," and entered under a separate heading in the monthly Balance Statements of Miscellaneous Revenue submitted to the Financial Commissioner.

3. All expenditure from the rate under Sections 31 and 32 of the Rules must be supported by bills countersigned respectively by the Commissioner and Secretary to Financial Commissioner.

4. No collections on account of the rate are to be credited to the Personal Ledger Deposit kept by the Deputy Commissioner in respect of the income of the estate, but in the manner above-described.

5. From the commencement of the official year 1875-76 the expenditure from the rate will be subject to Budget Rules, and Deputy Commissioners will frame an estimate of the amount to be realized and expenditure not exceeding such amount to be incurred, and will incorporate the same in their Annual Budgets.

6. For the current year charges against the rate, if supported by bills duly countersigned under Sections 31 and 32 of the Rules, will be admitted by the Accountant General to the extent of the amounts credited on this account.

7. Any order for discontinuance or reduction of the rate sanctioned by the Financial Commissioner under Section 30 of the Rules will be communicated to the Accountant General by the Financial Commissioner.

CIRCULAR No. 16 of 1874.

(No. 2466)

Dated Lahore, the 16th April 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, (EXCEPT DE-
RAJAT) OFFICIATING SETTLEMENT COMMISSIONER, AND SETTLEMENT OFFICERS, (EXCEPT
BANNU, DERAH ISMAIL KHAN, AND DERAH GHAZI KKAN.)

In Section 10 of the Panjab Laws Act 1872, the right of pre-emption is declared
Evasion of the Law of to extend to all permanent dispositions of property inclu-
pre-emption. ding sales under a decree, of Court and foreclosures of
mortgages; but not, to transfers made in good faith by way of gift, nor to temporary
dispositions of property.

2. It has been ascertained that some mortgages for long fixed terms have been
executed both in the Bannu and Derah Ismail Khan districts with the manifest ob-
ject of defeating the claims to pre-emption, which would have been preferred if the
transfers had taken the form of sales.

2. In accordance with orders received from Government, the Officiating Finan-
cial Commissioner requests that a report may be submitted, through Commissioners,
showing whether this mode of evading the law of pre-emption is in operation in
other districts of the Panjab, and embodying the views of local officers regarding the
need of legislation to prevent the possibility of such evasion.

BOOK CIRCULAR No. 7 of 1874.

CIRCULAR No. 17 of 1874.

(No. 3681).

Dated 5th June 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The accompanying copy of Government of India Resolution No. 2765 dated 30th April 1874, laying down the procedure to be observed in the submission of memorials to the Secretary of State, for pensions or gratuities, is circulated for information and guidance.

No. 2765, the 30th April 1874.

RESOLUTION.—The Governor General in Council is pleased to rule that when a memorial to the Secretary of State, praying for a pension or gratuity, is forwarded by a Local Government to the Government of India, it shall always be accompanied by an application for pension in the prescribed form, and by a report on the applicant's claim from the Accountant General concerned.

CIRCULAR No. 18 of 1874.

(No. 3804).

Dated the 11th June 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, except Ambala, Ludhiana, Jalandhar, Hoshiarpur, Amritsar, Lahore, Ferozepur, Gujranwala, Shahpur, and Jhang.

I am directed to remind you that the first Quarterly Return of Trade Statistics, prescribed in this office Circular No. 10 of 1874, is due at the end of June. The Financial Commissioner trusts that the new orders have been carefully observed, and he will be glad to receive with the first Quarterly Statements a brief report of what has been done in organizing the new establishments.

2. It is advisable that the duty of supervising the Trade Statistic Establishment, and the preparation of the Quarterly Statements, should be entrusted to an Assistant Commissioner or Extra Assistant Commissioner, in order that the working of the scheme may be continuously watched.

3. I am to take this opportunity of stating that the word "grain," entered at No. 22 of the Classified List of articles in appendix VI at page 18 of the above Circular, is a misprint for "gram."

I am also to request that "silk goods" may be shown under manufactures separately from "silk" at No. 15 of the Classified List, against which should be shown raw silk only.

Also that all Railway iron may be shown under "Railway materials" at No. 45 of the above mentioned list, and not under "Metals," No. 23.

4. If the information on these two latter points cannot be afforded for the Returns of the first quarter, I am to request that it may be separately furnished in future returns; but the Financial Commissioner hopes you will be able to supply the information in the first Quarterly Return, as it is important to maintain the distinction.

BOOK CIRCULAR No. 8 OF 1874.

CIRCULAR No. 19.

(No. 3825.)

Dated the 11th June 1874.

To

ALL COMMISSIONERS, DEPUTY COMMISSIONERS, SETTLEMENT COMMISSIONER, AND SETTLEMENT OFFICERS,
PANJAB.

The replies to this Officer Circular Memo. No. 7129 dated 3rd November 1873, have shewn that the certified copies of decrees affecting the proprietary right in, or possession of land, which Civil Courts are required, under Section 21 of the Panjab Laws Act IV of 1872, to send to the Deputy Commissioner, have not hitherto been regularly received, and that the manner in which they are treated on being received in the Revenue Record Office is not uniform.

2. The Chief Court, in Circular Memo. No. VI—1213 dated 20th May 1874, has recently directed the attention of all Civil Courts to the necessity of furnishing these certified copies to the Deputy Commissioner: and the following instructions regarding the manner of recording them are issued by the Financial Commissioner for future guidance.

3. The mere fact of a decree affecting the proprietary right in or possession of land having been passed, is not a sufficient reason for effecting a mutation in the Patwari's annual papers until the decree has been executed by delivery of possession. On the other hand, if the copy of the decree is filed in the village bundle without further action being taken, there is probability of the mutation not being effected when delivery of possession taken place.

A register of certified copies of decrees of Civil Courts affecting the proprietary right in, or possession of land, in the form appended to this Circular, will therefore in future be kept up in the Revenue Office at the head-quarters of each district, in which a transcript of all such certified copies will be made immediately upon receipt. The register will show in column 4 whether the decree related to right of inheritance, to transfer by sale or mortgage, to pre-emption, to redemption of mortgage, to foreclosure, or to right of occupancy. A column (10) is added, in which will be noted the date on which intimation was received of the decree having been executed by delivery of possession. This intimation will be received either from the Court in which execution of decree has been applied for, or by report of the Patwari received through the Tahsildar. In either case the orders of the Deputy Commissioner or other officer with full powers, mentioned in para 3 of the Rules for mutations under Section 40 of the Panjab Land Revenue Act, will be at once taken, and the date of the order sanctioning the mutation entered in column 11 attested by the signature of the officer issuing the order. The entry of this signature will be the authority for effecting the mutation.

4. The officer in charge of the register, who will ordinarily be the District Qanungo, should be charged with the duty of bringing to notice all cases in which intimation of delivery of possession has not been received after a reasonable time, either from the Civil Court executing the decree or from the Tahsildar on report of the Patwari; and a scrutiny of all the entries with especial reference to this subject should be made at the time of examination of the annual papers (Rules for Qanungos, para 10 (1)).

The certified copy of the decree, as well as the intimation of delivery of possession, whether received from the Civil Court or from the Tahsildar on report of the Patwari, shall, after the necessary entries have been made in the register, be filed with the village bundle.

5. The register now prescribed, if correctly maintained, will afford valuable information in an accessible form regarding the nature of the litigation relating to land in the district, at the same time that it will tend to secure greater accuracy in the Patwari's annual papers. The Financial Commissioner, therefore, trusts that Deputy Commissioners will give their careful attention to the subject.

6. In districts under settlement the certified copies should be forwarded by the Deputy Commissioner to the Settlement Officer, who should maintain the register in the manner herein prescribed.

Form of Register for recording certified copies of decrees relating to the proprietary right in, or possession of land, furnished by Civil Courts under Section 21 of the Panjáb Laws Act.

1	2	3	4	5	6	7	8	9	10	11
Serial number.	Name of village and Tahsil.	Name of Plaintiff and Defendant.	Nature of claim, see para. 3 of Book Circular VIII of 1874.	Area of land in acres.	Amount at which suit was valued.	Date of decree or order.	Decree or order.	Date of receipt of certified copy.	Date of execution being intimated by Civil Court or Tahsildar on Patwari's report.	Date of order for mutation of names, with signature of Officer sanctioning the mutation.

BOOK CIRCULAR No. 9 of 1874.

CIRCULAR No. 20 of 1874.

(No. 3826).

Dated the 11th June 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

In Book Circular No. 6 of 1874 the Excise Law of the Panjáb in regard to Intoxicating Drugs and spirits and fermented liquor was published in a consolidated form.

2. This Circular deals with intoxicating drugs and opium, and, with the Circular above mentioned, completes the subject of Excise. A list of the previous

orders on the subject, which are consolidated or superseded, is appended to this and the above quoted Circular.

3. The Rules herewith published have received the sanction of Government. They comprise—

Rules under Act X of 1871, regarding—

- I. The farm of the duties leviable on the retail sale of intoxicating drugs, not including opium (Sect. 23).
- II. The transport of Gánjah, Bhang, and Charas (Sect. 40).
- III. The import of Charas into the Panjáb from the territories of His Highness the Amír of Káshgár and Yárkand by any route over the Himalayan passes which lie to the south of His Highness' dominions (Sect. 40).
- IV. The sale of Charas at the Pálapúr Fair, and its transport therefrom (Sect. 40).
- V. Special rules for the transport and possession of Charas in the Kángra District (Sect. 40).
- VI. Excise Officers entitled to rewards (Sect. 79).

Rules relating to Opium grown in the Panjáb, under Sect. 49, Act IV of 1872, the Panjáb Laws Act, and Act XXVI of 1872, the Panjáb Opium Law Amendment Act.

4. The rules for import of Charas into the Panjáb from the territories of the Amír of Káshgár and Yárkand are new. The special Rules for the supervision and control of the Excise Revenue. (Intoxicating Drugs and Opium). indulgences contained in them are only accorded to importers of Káshgár and Yárkand Charas across the Himalayan passes to the south of the Amír's dominions. For its import from other countries, and by other routes, the previous rules are maintained. Separate instructions will be issued to the District Officers concerned, the number of whom will be limited.

5. The rules relating to opium grown in the Panjáb have been separately published in the *Panjáb Gazette* with Government Notification No. 1244 dated 24th September 1873, but are repeated here for convenient reference, together with the forms prescribed under them in Financial Commissioner's Book Circular No. II of 1874.

6. The principal changes introduced by the rules are as follows:—

The poppy may be cultivated freely in all parts of the Panjáb, except in the districts of the Dehlí and Hissár Divisions, where it is absolutely prohibited. Any person transgressing this rule in the latter districts is liable to the penalties prescribed in Sect. 50 of the Panjáb Laws Act.

An acreage duty of Rs. 2 is to be levied on every acre of poppy cultivation. The mode of granting permission to cultivate, and of registering the cultivation, is fully prescribed in the rules. The memorandum given by the patwári to the cultivator (Rule 9), called the cultivator's licence, need not be stamped.

7. Purchases of opium or poppy respectively may be made from the cultivators by persons holding licences for—(1) wholesale vend of Panjáb-grown opium; (2) retail vend of opium; (3) purchase of standing crop of poppy.

The rules under the notification above referred to provide for (1) and (3). When the wholesale vendor is also the farmer of the monopoly of retail vend, the

agreement regarding the form of such monopoly to which reference is made in rule 6 under Act X of 1871, and the form of which is given as Appendix J, will apply. This agreement does not require a stamp.

The form of licence for retail vend of opium, whether Panjáb-grown or other, as well as of intoxicating drugs, is given as Appendix II.

8. Cultivators are not allowed under these rules to consume their own opium or "post." They must buy any such drug for their own consumption from the retail vendor.

The reason for this is that in the Panjáb a mixed system of taxing the products of the poppy has been adopted—(1) by an acreage duty, (2) by a monopoly of retail vend.

In order to maintain the income derived from the latter source, all private consumption and private sale must be checked, and this would be impossible if permission were given to cultivators of the plant to use their own opium. If it were considered desirable to levy the whole Excise revenue derivable from Panjáb-grown opium by the acreage duty, the rate would be fixed at a higher figure than Rs. 2 per acre.

9. By Panjáb Government Notification No. 585 dated 20th April 1874, all police officers above the rank of sergeant are invested with the same powers in respect of the seizure of, and search for, intoxicating drugs of every description, and the arrest of persons found in possession thereof, as are conferred upon them by Clause 1, Section 46 of the Excise Act in regard to opium. This Notification was issued under Clause 2 of the same Section.

10. The powers of the A'bkári Dárogha and his establishment in respect of such seizure, search, and arrest, are secured by Secs. 42 to 45 of the Act.

In order to give the necessary powers to Tahsildárs and their establishments, Deputy Commissioners should appoint the former Excise Darooha under Sec. 39 of the Act.

An abstract of the points in the new Opium Rules, which most affect producers, will shortly be prepared and circulated in the vernacular for distribution to zamin-dárs.

11. As regards opium grown out of the Panjáb, the provisions of Sec. 65 of the Excise Act are in force. Under this Section every person other than a licensed vendor (*i. e.* a licensed retail vendor or his agent), who has in his possession a greater quantity of such opium than 5 tolas weight, is liable to fine and confiscation. Licensed retail vendors, that is, the person holding the monopoly of retail vend, and his agents, are allowed to make their own arrangements for the purchase of the drug in places beyond the British frontier, subject to the rules and regulations which may be in force within the provinces through which the drug will pass. In all such cases

* Appendix XIV. the importer should take out a pass* from the place where he purchases the opium, as well as from the district where he is licensed to sell it; and when that place is in foreign territory, he should apply to the Collector of the nearest district. Importers should be made to understand that if their drugs are not covered by a pass, or if the packages are found open in the North-Western Provinces or in any place where they are not authorized to sell by retail to the Government farmers, the opium will be liable to confiscation, and they themselves to punishment, under the Excise Laws. Foreign opium may be disposed of by licensed retail vendors according to the terms of their licences, in which no distinction is drawn between Panjáb-grown and other opium.

Panjáb Govt. Notification No. 39 dated 6th January 1873 exempts all districts in the Panjáb from the operation of Sec. 18 of the Excise Act, which provides that

opium shall be supplied to licensed vendors from the Government stores, and that no other description of opium shall be sold by such vendors. The penalty provided in Sec. 67 for possession of opium other than that supplied to them from the Government stores is therefore not in force in the Panjab.

12. The form for reporting annually the arrangements made for the farm of monopoly of retail vend of intoxicating drugs and opium, which is prescribed in para I of the rules for the control and supervision of Excise revenue obtained from those sources, is new, and should be submitted as soon as the arrangements for the year are completed.

List of Circulars cancelled, superseded, or obsolete.

Circulars Nos. 13 of 1866; 8, 23, and 96 of 1867; 13 of 1868. Book Circulars XIV of 1868; IX and XXI of 1869; V and XI of 1870; XI of 1873; and II of 1874.

RULES UNDER THE EXCISE ACT (X OF 1871.)

I.—Farm of duties (Rules under Sec. 26.)

1. The Excise income from intoxicating drugs in the Panjab is derived from the farm of the monopoly of sale within tahsil or other sub-divisions of districts. In some districts the monopoly of opium and other drugs prepared from the poppy is farmed separately from that of other intoxicating drugs, while in others the same farm includes both.

2. The farm will always be for the financial year unless the previous sanction of the Financial Commissioner to a farm for a longer period has been obtained. It will be put up to auction at the district office during the last month of the financial year preceding the commencement of the lease; notice of the date being previously given at each tahsil in the district, and at the head-quarters of neighbouring districts from which bidders are likely to come.

3. The result of the auction sale will be reported to the Commissioner of the Division, with the recommendation of the Deputy Commissioner. The Commissioner may either sanction the lease to the highest bidder, or, if he be not considered a suitable person, to the highest bidder against whom no objection exists, or may order a re-sale.

4. If a lease be cancelled from any cause before the expiration of its term, the farm of the monopoly for the unexpired portion of the financial year shall be put up to auction.

5. Before possession is given, a sum equivalent to one-sixth part of the sum payable for the whole year shall be deposited by way of security. If the farmer fail to carry out the conditions of the lease, this sum shall be forfeited to Government; otherwise credit will be given for it in the adjustment of the last two monthly instalments under the lease.

(b). Requisition of security.
(c). Form and conditions of lease.

6. The lease shall be in the annexed form (Appendix I), and subject to the conditions therein specified.

II.—Transport of Gajjah, Bhang, and Charas (Rules under Sec. 40).

7. Merchants bringing charas into the Panjab must obtain a pass (Appendix III) from the Deputy Commissioner of the frontier station where they enter the Panjab, and take it for counter-signature to the Deputy Commissioner or Collector of every district in the Panjab or the North-Western Provinces which they may subsequently enter with the charas. The article, its quantity (both gross weight of the package and net weight of the

charas being given), and destination, are stated in the pass, and the package is sealed up with the official seal of the Deputy Commissioner. It may be opened at any head-quarters station or tahsil while on the way to its destination, and a portion of its contents may be sold to the farmer of Excise on drugs, the fact being recorded on the pass, and the package re-sealed. The owners must be warned that if the package is found open, and any charas is sold from it, except as above stated, they will be proceeded against, under the Excise laws, and the package will be liable to confiscation.

8. If on arrival at the head-quarters of any district the persons in charge of the drug wish to alter its destination, or to convey part to one place and part to another, the pass may be cancelled, and a fresh pass or passes granted. On arrival at the place of destination, the pass will be retained by the Deputy Commissioner or Collector, or by the Tahsildár, and the consignment will be examined to see that it corresponds with the pass.

9. The quantity actually in transit should be compared with the pass on each occasion on which it is prescribed for countersignature.

10. The special rules for the Kángra district will be found further on. (See Rules 41—45.)

11. Merchants bringing gánjah or bhang, or other preparation of hemp, except charas, from beyond the frontier, must obtain a pass from the Deputy Commissioner of the frontier district where they enter the Panjáb, stating the quantity and the place of destination in the Panjáb (Appendix IV). A similar pass must be obtained by manufacturers purchasing the hemp plant from cultivators, in order to prepare gánjah or bhang, or other preparation of hemp, except charas. Such pass will authorize sale to any farmer of the Excise of intoxicating drugs, either at the place of destination stated therein, or at any head-quarters station or tahsil; but when the sale is effected at such intermediate place, it must be noted on the back of the pass, and attested by the Deputy Commissioner or Tahsildár.

12. When a considerable quantity of bhang is imported by boat from native territory, the Deputy Commissioner may depute an Excise Dárogah or a Revenue Officer not below the rank of Naib-Tahsildár to examine and certify the amount of the cargo, and may on such certificate grant his pass to any district under the Panjáb Government.

13. A farmer of the Excise on intoxicating drugs, who wishes to purchase charas, bhang or gánjah, or other preparation of hemp, beyond the limits of his farm, must obtain a pass in the same form from the Deputy Commissioner of his district, stating the quantity he is authorized to purchase. This must be countersigned, except in the case of charas, by the Deputy Commissioner of the district in which the purchase is made, or if it is made in a Native State, by the Deputy Commissioner of the nearest district. In the case of charas, he must obtain a pass from such Deputy Commissioner under Rule 7, and all the provisions of Rules 7, 8, and 9 shall apply.

III.—Special rules for merchants importing charas into the Panjáb from the territories of His Highness the Amir of Kashgar and Yarkand by any route over the Himalayan passes, which lie to the south of His Highness' dominions (Sec. 40).

14. Merchants bringing charas into the Panjáb from the territories of His Highness the Amir of Kashgar and Yarkand over the Himalayan passes which lie to the south of His Highness' dominions must obtain a pass (Appendix V) from the British Joint-Commissioner at Leh, or from the Deputy Commissioner of the Frontier District. The name of the merchant, the quantity of charas (both the gross weight of the packages and the net of the charas being given), the tract of

country, and period of time covered by the pass, shall be entered. Merchants bringing charas from Yarkand into the Kangra district not covered by a pass from the Joint-Commissioner at Leh must obtain a provisional pass from the Tahsildar of Kulu, which shall protect the charas until a regular pass can be obtained at the head-quarters of the district at Dharmasalah.

15. The possession of charas in any quantity exceeding 5 tolas, without a pass signed by one of the officers mentioned in Rule 14, is prohibited, but a reasonable time shall be allowed to enable the merchant to reach the head-quarters of the Frontier District, or (in the case of charas brought into Kulu) the Sultampur tahsil.

16. No pass shall be issued for a smaller quantity than five sers. Merchants arriving in British territory possessing charas in excess of 5 tolas and below 5 sers must make arrangements for the disposal of such charas to the Government farmer of Excise or his agents, or to wholesale dealers licensed under Section 15 of Act X of 1871. They should ascertain at the nearest police station or tahsil the names and addresses of these persons.

17. No fees shall be levied on account of the pass.

18. When application for a pass under these rules is made to the Deputy Commissioner of the Frontier District, or to the Joint-Commissioner of Ladák, such officer shall, on granting the pass, seal the packages with his official seal in such a manner that no charas can be removed from the packages without breaking the seals.

19. Traders wishing to show a specimen of their charas to any of the persons licensed to sell charas wholesale under Sec. 15 of Act X of 1871, or to the Government farmer of Excise or his agents, may make an incision not more than two inches long in the case containing the charas, and may take out a small quantity not exceeding two chatáks in weight. Traders should be cautioned to make these incisions in the presence of some Revenue or Excise Officer not below the rank of a jamadár. Such incisions are to be made only at the instance of a person who is licensed to buy charas.

20. The period of time covered by the pass may extend to any period not exceeding six months.

21. The tract of country covered by the pass may comprise any districts in the Panjáb or North-Western Provinces named by the merchant which can be reached by a continuous route.

22. On entering any district mentioned in the pass other than that in which the pass has been granted, the merchant must present his pass for countersignature to the Deputy Commissioner or Collector of the district, or to the Tahsildar of the Tahsil through which he intends to pass, who will examine the seals and compare the packages with the entries in the pass, and, after satisfying himself that the amount of charas, after making allowance for deductions under Rule 30, coincides with the amount entered in the pass, will attest it by his signature.

23. If on arrival at the head-quarters of any district mentioned in the pass, the merchant wishes to alter the route covered by the pass, or to convey part of the charas to one place and part to another, the pass may be cancelled, and a fresh pass or passes granted.

24. If on the expiry of the period covered by the pass the charas is not all disposed of in the manner hereinafter described, the merchant must procure a fresh pass from the Deputy Commissioner or Collector of the district (covered by the pass) in which he may be.

25. The fresh passes mentioned in the two preceding rules are subject to the same conditions, and confer the same privileges as the original pass.

26. The quantity of charas actually in transit should be compared with the amount covered by the pass in the manner prescribed in Rule 22 on each occasion on which it is presented for countersignature or renewal.

27. No sale of charas under these rules shall be effected unless it is protected by a pass obtained as above.

28. The merchant on arriving at the head-quarters, or at any tahsíl of any district mentioned in the pass, may dispose of his charas to the person or persons holding the farm of the duties leviable on the retail sale of charas for the district in which the sale is made, or to wholesale vendors of charas licensed under Sec. 15 of Act X of 1871, but to no other person on penalty of the fines and forfeitures described in the Act.

29. On the occasion of every such intended sale the sealed package must be presented, if at head-quarters, to the Deputy Commissioner of the district, or, if at any tahsíl to the Tahsildár, with its seals unbroken, and the above-mentioned officer, after satisfying himself that the amount of charas contained in the package corresponds with that entered in the pass (due allowance being made for the deductions mentioned in Rule 30), will record the sale, which may then be allowed, and will re-seal the packages in the manner described in Rule 18.

The merchant must be warned that if the packages are found open, and any charas is sold from them, except as above provided, he will be proceeded against under the Excise law, and the packages will be liable to confiscation.

30. In all comparisons between the amount of charas in transit and the amount covered by the pass, allowance shall be made for previous sales recorded under Rule 29 and for samples given under Rule 19, and for dryage.

IV.—*Special Rules for Pálapur (Sec. 40).*

31. The time for holding the annual Pálapur fair shall be determined by the Commissioner. The limits of the fair shall be determined and demarcated under the orders of the Commissioner. The date of commencement and of termination of the fair shall be duly notified.

32. Within the limits of the fair the wholesale trade in charas shall be free from duty at all times of the year.

33. During the period of the fair and within the prescribed limits, wholesale transactions in charas may be conducted without passes.

34. Passes shall be issued at Pálapur by the Náib Tahsildár, or such other officer as the Commissioner shall appoint, either during the fair or at any other time.

35. A pass shall entitle the holder to sell charas in quantities of 5 seers and upwards to any other holder of a pass or to any licensed vendor, but not to the general public.

36. A register of passes shall be kept up, and the drug contractor shall be at liberty to inspect it.

37. No fee or duty shall be payable on account of any wholesale transaction at Pálapur.

38. During the fair, retail sale of charas may be permitted by licence on such terms as the Commissioner may determine.

39. After the conclusion of the fair, holders and exporters of charas shall be required to take out passes for the possession or transport of the same, and shall be at liberty to sell wholesale to any holder of a pass.

40. All persons dealing in charas in accordance with these rules shall be deemed to be "suppliers of licensed vendors."

V.—Special Rules for the transport and possession of charas in the Kangra district, sanctioned by Financial Commissioner in letter No. 1757 dated 25th March 1869, to Commissioner Jalandhar.

41. The possession of charas in any quantity exceeding five tolas without a pass signed by an officer authorized by the Commissioner to issue passes is prohibited.

42. Passes may be either for "transport" or for "possession" of the quantity of charas stated in them. Passes for "possession" of charas hold good for the Kangra district only.

43. No pass shall be issued for a smaller quantity than five seers.

44. Persons arriving in the Kangra district possessing charas in excess of five tolas and below five sers must make arrangements for the disposal of such charas to the Government contractor or his agents.

45. For the purposes of these rules, a wholesale transaction shall be deemed to be any quantity not less than five sers.

VI.—What Excise Officers entitled to rewards under the Act (Rule under Sec. 79).

46. The Excise Darogha of a district and all Customs Officers in the Revenue Department below the rank of Naib-Tahsildar, and officers in the Police below the rank of Deputy Inspector, shall, when acting as Excise Officers, be entitled to receive rewards under Sec. 79 of the Excise Act. Tahsildars, Naib-Tahsildars, Deputy Inspectors of Police, and Officers of the Revenue or Police Departments in grades superior to these, shall not be entitled to share in such rewards unless otherwise specially ordered by the Financial Commissioner.

Rules under Sec. 49, Act IV of 1872 (Panjab Laws Act), relating to opium grown in the Panjab.

The Opium Law of the Panjab, as contained in the Excise Act (X of 1871), Panjab Government No. 1244 dated 24th September 1873, having been amended by the Panjab Opium Law Amendment Act (XXVI of 1872), the following rules, which have received the sanction of the Governor-General in Council, as required by Sec. 50 of the Panjab Laws Act (IV of 1872), are prescribed by the Local Government under Section 49 of that Act, regarding the cultivation, possession, purchase, sale, transport, and export, of opium grown in the Panjab.

These rules do not extend to opium imported into the Panjab, but only to opium grown within the Panjab. In these rules, except where otherwise expressly stated, the term "opium" is used as defined in Act XXVI of 1872, that is to say, it means opium grown within the Panjab, and includes also poppy heads and all intoxicating drugs prepared from the poppy.

As regards opium not grown in the Panjab, the provisions of the Excise Act relating to possession, purchase, sale, and transport, are in full force.

Cultivation.

1. The cultivation of the poppy is permitted in all parts of the Panjáb, except for the present in the districts of the Dehli and Hissár Divisions, where it is prohibited.

2. The "acreage" system heretofore in force in the Divisions of Lahore, Amritsar, Jálándhar (except Kángra), and Ambálah (except Simla), is hereby extended to all parts of the Panjáb, including Kángra and Simla, but excepting the Dehli and Hissár Divisions.

3. A duty of Rs. 2 will be levied on every acre of poppy cultivation. Any area under one acre, but over half an acre, will be charged as one acre, and any area under half an acre will be charged as half an acre.

4. The measurements will be effected by the patwáris under the supervision of the Tahsildárs.

5. Any person desiring to grow poppy must, before 1st November of each year, inform the patwári of his village of the area he intends to cultivate, and the patwári shall enter the information in a register* to be kept by him for the purpose. If a cultivator, after intimating his intention under this rule abandons his intention, the patwári shall record the fact in his register.

* Appendix VI.

6. On the first January of each year the patwári shall furnish an abstract † of the area under poppy cultivation to the Tahsildár, who shall keep up a register embodying these abstracts, and the Tahsildár shall then, or at any other time before removal of the crop, personally or through the medium of any Revenue official not below the rank of Assistant qánúngo, test the measurements of the poppy cultivation recorded by the patwári.

† Appendix VII.

7. After the measurements have been tested, the patwári shall inform the lambardár of each village of the amount payable on account of poppy acreage duty and the persons who are to pay it; and the lambardár shall be responsible for the collection of the same and its payment to Government, along with the instalments of Government land revenue. No pachotra shall be claimable by lambardárs on account of such collections.

8. If a cultivator wilfully conceals any portion of his opium cultivation, he shall, if the crop be standing, be liable to pay double duty, in addition to any other penalty to which he may be liable; and if the opium has been extracted or the poppy-heads gathered, he may be prosecuted at the discretion of the Collector for an infringement of these rules.

9. The patwári shall furnish each poppy cultivator with a memo,* in the form provided for in Rule 41 (hereinafter called the cultivator's licence) immediately after he has prepared and communicated to the lambardár his statement of demand.

* Appendix VIII.

10. The cultivator's licence shall entitle him to keep the produce from the time of the maturity of the crop until the time for the renewal of the licence, not later than 1st November, or, subject to the rules as to the quantities hereinafter provided, to sell the standing crop to any person holding a licence under Rule 29, or to sell the produce to the lessee of the monopoly of retail vend, or to any person holding a licence under Rule 21.

11. When selling the standing crop, the cultivator shall not sell less than one acre at a time to one purchaser unless his entire crop is less than one acre, in which case he may sell his entire crop. When selling opium, the cultivator shall not sell

less than the following quantities, unless his entire stock or the balance of his stock is less than these quantities, in which case he may sell it all, however small the quantities:—poppy-heads 20 seers; prepared opium or other preparation of opium 10 seers.

12. A licence-holder who purchases the standing crop of poppy is authorized to extract the opium and to gather the poppy-heads, and to sell the same in accordance with the rules applicable to licensed opium vendors and purchasers.

13. The authorized purchaser of the standing crop of poppy is entitled to all the privileges attaching to the actual cultivator of the poppy (see also Rule 29).

14. The holder of a cultivator's licence shall enter, or cause to be entered thereon, the actual out-turn of opium and particulars of the sale thereof, and any portion thereof, and every sale shall be attested by the signature of the purchaser.

15. The patwāri shall, at intervals, examine and check the entries on these cultivators' licences.

16. The cultivators' licences granted to cultivators must be returned to the patwāri at the time of preparation of the next demand statement, and the patwāri shall forward them to the Tahsildār. Should any of the produce covered by the old licences remain undisposed of, the amount of the balance remaining will be entered in the new licence, and shown as opium for disposal in addition to the current year's out-turn.

17. Should a licensed cultivator who does not wish to continue the cultivation, possess any remainder of opium undisposed of, the old licence may be renewed for a stated period to allow of the sale of the opium to a licensed purchaser. Such extension shall not be for a period exceeding three months, and no second extension shall be granted.

18. All zaidārs, lambārdārs, and patwāris shall give information to the Tahsildār of unlicensed cultivation of the poppy or unlicensed manufacture of opium within their villages.

Wholesale dealing, export and import.

19. Purchasers of opium are of four classes:—I, those who purchase on wholesale licenses; II, those who purchase on licences for retail vend; III, manufacturers who purchase the standing crop; IV, private consumers (without licence).

20. By wholesale dealing is meant the purchase or sale of the following quantities:—

Poppy heads and "post" 20 seers	} or the entire stock or crop of the cultivator.
Prepared opium or other	
preparation of the poppy, 10 seers	

21. A licence* for dealing wholesale within the limits of any districts in the Panjāb in Panjāb-grown opium may be granted by a Deputy Commissioner at his discretion to any Government lessee of the monopoly of retail vend or to any other person.

* Appendix IX.

NOTE.—The Deputy Commissioner will ordinarily refuse to grant a wholesale licence if he has reason to believe that the applicant, not being a Government lessee of the monopoly of retail vend, is likely to evade the rules by selling by retail.

22. The licence shall be in such form as the Financial Commissioner may prescribe, and there shall be payable for it to the Deputy Commissioner a fee of Rs. 20.

23. It shall specify the districts in which opium may be purchased and those in which opium may be sold under it, and it shall authorize the licensee to pur-

chase wholesale from other wholesale licence-holders and from licensed cultivators, and to sell wholesale to other wholesale licence-holders, and to lessees of the monopoly of retail vend in the said districts respectively.

NOTE.—The wholesale dealer may not sell to retail vendors subordinate to a district contractor, or to private consumers, or to any unlicensed person, nor may he sell by retail to any person whatever.

24. It shall be in force for one year from the date of issue, and at the end of the year it shall be returned to the Deputy Commissioner who issued it.

25. Whenever the holder of such a licence effects a sale of opium under it, he shall, before delivering such opium cause the sale to be recorded on his licence at the nearest tahsíl, and attested by the Tahsildár.

NOTE.—When a wholesale dealer purchases opium from cultivators the entry of the transactions on the cultivator's licence under Rule 14 is sufficient.

26. When a wholesale licence-holder wishes to purchase or sell in a district not specified in his licence, he shall apply to the Deputy Commissioner of that district to have his licence enlarged or modified; and the enlargement or modification shall be communicated by such Deputy Commissioner to the Deputy Commissioner who issued the original licence.

27. For every such enlargement or modification there shall be payable to the Deputy Commissioner a fee of Rs. 10.

28. The Deputy Commissioner may, at his discretion, grant to a wholesale licence-holder a pass* for the export of Panjáb-grown opium to Native States or independent territory; but no licence shall be granted for the export of such opium to, or its sale in, any place in British territory beyond the limits of the Panjáb.

29. Any manufacturer of opium may be permitted to purchase the standing crop of poppy from the cultivators on being furnished with a licence† for that purchase by the Deputy Commissioner of the district. The licence shall be in the form provided for in Rule 41, and a fee of Rs. 20 shall be payable on such licence. A register* of such licences so issued shall be kept up by the Deputy Commissioner. The licence shall hold good for the purchase of the crop of any number of cultivators for one season (see also Rule 13).

30. Any person wishing to import opium from another district must apply to the Deputy Commissioner of his own district for an import order,† stating the name of the district, the quantity to be imported, and the time for which the pass is to hold good. This order must be exchanged for an export pass before despatch of the opium, to be obtained from the Deputy Commissioner of the district mentioned. The form of import order and of export pass shall be as provided for in Rule 41.

31. Opium shall not be removed from one district to another unless covered by an export pass‡. The pass must specify the route by which the despatch is to go, the time allowed for transit, the gross and net weight, the destination, name of consignee, and name of person in charge.

32. Subject to the rules already prescribed, sales by wholesale may be effected on the journey by a person licensed to sell, provided they are duly recorded and attested on the pass by a Deputy Commissioner or Tahsildár.

33. Packages covered by a pass must be effectually sealed by the officer granting the pass, and, after every sale on the journey, they must be re-sealed by the officer attesting the sale after re-examination and re-weighment.

34. Every Deputy Commissioner and other Revenue Officer not below the rank of Tahsildár, and every Police Officer not below the rank of Deputy Inspector, and every Customs Officer not below the rank of Assistant Patrol, is authorized to detain and inspect any despatch of opium passing through his jurisdiction, and to call for production of the pass.

35. Any Deputy Commissioner may prolong the period for which a pass has been granted on application from the person in charge on due cause being shown, and provided the packages are intact.

36. If on the inspection of a despatch under Rule 33, or on the arrival of a despatch at its destination, any deficiency is found that cannot be accounted for by dryage, the holder of the pass and the persons in charge shall be held to have infringed these rules. The authorized rate allowed for diminution by dryage is one and a half per cent for the first week, three per cent for the second week, and six per cent after the second week from date of manufacture.

37. The export pass must in all cases be delivered up to the Deputy Commissioner on arrival at destination.

Retail Vend.

38. The retail vend of Panjáb-grown opium shall be regulated by the rules for the retail vend of opium generally issued by the Financial Commissioner under the Excise Act.

Possession of Opium.

39. No person other than a person holding a licence order or pass under these rules shall have in his possession a greater quantity of opium than five tolas weight; or of "post" than five sers weight.

Miscellaneous.

40. Persons holding the monopoly of retail vend are prohibited from levying any fees from cultivators or manufacturers of opium for permission to cultivate or manufacture, or on any other pretext.

41. The licences and passes mentioned in Rules 9, 21, 29, 30, and 31, as well as all other forms, registers, returns and accounts required under these rules, shall be in such form as the Financial Commissioner may direct.

Rules for the supervision and control of Excise Revenue (Intoxicating drugs, including opium).

1. As soon as the arrangements for the monopoly of retail vend of intoxicating drugs and opium have been made for any year, a statement in the form given in Appendix XV must be submitted by Deputy Commissioners through Commissioners to the Financial Commissioner, showing the sums for which the farms have been given, as well as the figures for the preceding year.

2. Suspensions and remissions of demand may be made under the sanction of the Commissioner of the Division. In the case of suspensions, a date or dates for payment must be fixed.

See Rules under Panjáb Land Revenue Act, Section 65.

3. Refunds may be made under the rules applicable to refunds on account of land revenue.

4. All suspensions, remissions, and refunds sanctioned by Commissioner, must be reported at the time to the Financial Commissioner.

5. An annual statement of collections on account of farms of duties of intoxicating drugs and sales of wholesale licences for wholesale dealing in opium and purchase of standing poppy crop shall be prepared by each Deputy Commissioner, and forwarded, as soon as possible, after the close of the year, and in anticipation of his annual report, in the form given in Appendix XVI, to the Commissioner.

6. This statement will be forwarded by the Commissioner to the Financial Commissioner after examination and addition of such remarks as may be necessary, including his orders for the disposal of balances entered as doubtful.

7. Balances, the remission of which has been sanctioned during the year under report, will be shown in the statements as nominal or irrecoverable, as the case may be, a reference to the order sanctioning the remission being added.

APPENDIX I.

Form of lease for the monopoly of retail sale of intoxicating drugs.

In consideration of the monthly payments hereinafter specified, the monopoly of sale of intoxicating drugs (including opium and all preparations of the poppy) for the district of _____ is granted to _____ (hereinafter called the contractor) for the period of (one year) from the (date), subject to the following conditions :—

1. The contractor shall pay to Government the sum of _____ in the following monthly instalments :—

For April	Rupees
May	"
June	"
July	"
August	"
September	"
October	"
November	"
December	"
January	"
February	"
March	"

A sum equivalent to a sixth part of the sum payable for the whole year shall be deposited in advance by way of security. Credit will be given for this deposit in the adjustment of the last two monthly instalments due under this agreement. The instalments above specified shall be paid on the fifth day of each month for the preceding month.

2. No drugs (or opium) shall be sold by the contractor or by any licensed vendor subordinate to him, except at shops duly authorized by the Revenue authorities, the number and location of which are specified in the schedule hereto annexed. But every such shop shall be liable to be closed or removed at the discretion of the Revenue authorities. No compensation is claimable by the contractor on account of such closure or removal.

3. No sub-letting of this lease is permitted.

4. Should this lease be cancelled under Section 29 of Act X of 1871, the contractor shall not be called upon to pay more than the amount due to Government up to the date of such cancellation according to the above instalments.

5. In the event of the contractor failing to carry out the terms of this lease, the money deposited as security shall be forfeited to Government.

6. The licensed vendors subordinate to the contractor shall be considered to be his agents, and he is held responsible for the due fulfilment by them of all the conditions of their licences.

7. Any breach of Excise laws or rules by a vendor subordinate to the contractor shall be held to be an infraction of this lease, unless otherwise specially provided for.

8. The contractor is at liberty to keep up such establishments for the repression of smuggling as he may think proper, and shall be entitled to the assistance of Government servants in the detection and apprehension of offenders against the Excise laws.

9. The contractor is entitled to supply himself with drugs (and opium) from any quarter he may think proper, provided that the Excise laws and rules are not infringed, and provided he does so under "passes" issued by competent authority.

10. The contractor is not entitled to sell by retail any drugs or opium obtained by him, except through the medium of retail shops within the limits to which this lease extends; but he may sell wholesale to any duly appointed Government, contractor and licensed vendor of any district in the Panjab provided the Excise laws and any rules that may be issued by competent authority regarding wholesale vend are not infringed.

11. Quantities in excess of the following are defined to be "wholesale" under Sec. 19. Act X of 1871.

Ganja or blang, or any preparations or admixture of the same, one-fourth of a ser; charas, opium or any preparation or admixture of the same, except "post," five tolas. Under para. 39 of the rules issued with Government Notification No. 1244 dated 24th September 1873, no person other than a person holding a licence order or pass under these rules is allowed to have in his possession a greater quantity of "post" than five sers weight. A quantity in excess of five sers must therefore be held to be "wholesale."

12. Compensation on account of the departure of troops will be allowed under the rules in force.

13. The drugs supplied by the contractor should always be of good quality, and free from adulteration.

14. The contractor and the retail vendors subordinate to him shall be at liberty to sell drugs at such prices as they think proper, without any interference on the part of Government.

15. No drugs shall be supplied to European Soldiers or Non-Commissioned Officers, whether with their Regiments or on Staff, or Civil employ, or camp-followers of European Regiments, or to any servants, Natives or others, likely to have access to European Soldiers.

16. No drugs shall be sold on credit, either wholesale or retail, except to lessees and licensed vendors, as provided in Rule 11.

17. No drugs shall be supplied to any insane person or to children.

18. The cultivators in districts where the "acreage system" is in force are at liberty to possess opium or "post" in excess of five tolas and five sers respectively, and to sell it to any person who is authorized to purchase it under the terms of Act XXVI of 1872, and the rules made under Act IV of 1872 by the Local Government with the sanction of the Governor-General in Council.

19. This lease is subject to the conditions contained in the rules made under the Excise Act X of 1871, and Act IV of 1872.

20. The contractor is bound to furnish returns of the sale of drugs and opium at such period and in such form as the Revenue authorities may direct. He shall also furnish returns of the amount of opium imported from other countries or provinces into the Panjab by himself and his agents.

Signature of the Dy. Commr. }

Dated

Signature of the Contractor.

Schedule showing the names of places at which licensed shops for the retail vend. of intoxicating drugs have been authorized in the district for the year 187

1	2	3	4
District.	Names of places at which licensed shops for vend of intoxicating drugs are to be established.	Name of vendor.	Period for which the lease is given.

APPENDIX II.

Form of Licence for retail vend of Drugs and Opium.

Registered number
Name of vendor
Locality

Licence for the retail vend of intoxicating drugs and opium, and any preparation and admixture of the same is hereby granted to
in the district of

on the following conditions, the infraction of any of which will involve the forfeiture of the licence and the penalties prescribed by the A'bkari laws:—

1. That this licence is held subordinate to the contractor for the monopoly of sale of opium and intoxicating drugs for the district of

2. That no opium or drugs shall be sold at this shop except such as may be obtained from the above-named contractor, or with his knowledge and permission.

3. That no wearing apparel, jewels, or any articles other than cash, shall be received in payment of opium and drugs.

4. That sales of opium and drugs are made only in the shop hereby licensed, and nowhere else.

5. That bad characters shall not be allowed to resort to the shop, and gaming and disorderly conduct shall be prevented therein; and that information of suspicious characters shall be given to the Magistrate or nearest Police Officer.

6. That a sign-board shall be fixed at the door of the shop, with the name of the vendor and the designation "licensed retail vendor of opium and intoxicating drugs."

7. That the shop shall be open to inspection by the A'bkari officers at any hour, and that this licence and the shop accounts shall be produced for inspection to any one authorized to require their production.

8. That the shop shall not be open, or sales made therein, before sun-rise and after 8 P. M.

9. That the opium and drugs sold or kept at this shop shall not be adulterated.

10. That no opium or drugs shall be sold or supplied to any European soldier or camp-followers of European regiments, or to any servants, natives or others, likely to have access to European soldiers.

11. That no opium or drugs shall be sold on credit.

12. That opium and drugs shall not be sold to any individual in greater quantities than the following:—Ganjah or bhang, or any preparation or admixture of the same, one-fourth of a ser. Charas, opium or any preparation or admixture of the same, except "post," five sers.

13. That no opium or drugs shall be supplied to any insane person or to children.

14. That the orders of Government and of the Financial Commissioner, Panjab, on the subject of opium and drugs, as contained in Book Circular No. IX of 1874, and in any other Circulars that have been or may be issued, shall be complied with.

Dated

187

Signature of Dy. Commr.

APPENDIX III.

Pass for Charas.

Registered number

Name of merchant or dealer

Gross weight of package

Net weight of charas

Place of destination (in the Panjab or the North-Western Provinces)

District

Dated

Deputy Commissioner.

Memo of sales made at intermediate stations.

Quantity of charas sold

Weight of charas remaining

Gross weight of package as reduced

APPENDIX IV.

Book Circular V of 1870. *Pass for intoxicating drugs (other than opium or charas).*

Register number
 Name of merchant,
 manufacturer, con-
 tractor, or agent }
 Net weight
 Description of drug, stating }
 place of growth }
 Destination

District
 Dated

Deputy Commissioner.

APPENDIX V.

Pass for Charas imported from the dominions of the Amir of Kashgar and Yarkand across the Himalayan passes which lie to the south of those dominions.

Register Number
 Name of merchant
 Gross weight of packages
 Net weight of charas
 Tract of country covered by the pass
 Period for which the pass is given

District or Place
 Dated

Deputy Commissioner,
 or
 Joint-Commissioner at Leh,
 or
 Tahsildár Sultánpur.

MEMO. OF SALES.

Quantity of charas sold
 Weight of charas remaining
 Gross weight of package as reduced

APPENDIX VI.

Patnari's Register (Rule 5).

Number.	Villages.	Name of cultivator.	Name of proprietor.	Area to be cultivated with copy.	Nos. of fields in village map.	Remarks.

APPENDIX VII.

Patnari's Abstract (Rule 6).

Tahsil.	Village.	Name of cultivator.	Name of proprietor.	Area to be cultivated with poppy.	Nos. of fields in village map.	Remarks.

APPENDIX. VIII.

Cultivator's licence (Rule 9).

Permission to cultivate poppy in the village

Tahsil

District

Name of cultivator.	No. of field in Khasrah.	Area of poppy cultivation.	Amount of acreage duty payable.	Date of payment of duty.	Remarks.

*Signature of Patwari.**Extract from Rules.*

This licence entitles the cultivator to keep the produce from the time of the maturity of the crop until the time for the renewal of the licence, not later than 1st November, or to sell the standing crop to any person holding a licence to purchase it (Rule 29), or to sell the produce to the lessee of the monopoly of retail vend, or to any licensed wholesale dealer (Rule 21.)

Provided that the sales shall not be in less quantities than the following :—

Standing crop	1 acre	} or the entire stock or crop of the cultivator (Rule 11).
Poppy-heads and "post"	20 sers	
Prepared opium or other preparation of the poppy	...	10 "	"	

This licence is to be returned to the patwari on demand (Rule 16).

This licence is issued in all respects subject to the rules relating to opium grown in the Panjab, and is not transferable, except to the purchaser of the standing crops under Rule 13.

Particulars regarding out-turn and sales.

Remainder of last year's crop.		Out-turn of current year.		Total opium in hand.		Remarks.
Sers.	Chattaks.	Sers.	Chattaks.	Sers.	Chattaks.	

Sales by cultivator during the year.

Date of sale.	Name of purchaser.	Amount sold.		Remarks.
		Sers.	Chattaks.	

NOTE.—Every sale must be attested by the signature of the purchaser (Rule 14.)

APPENDIX IX.

Licence for wholesale dealers (Rule 21).

Licence to deal in opium grown in the Panjab (except in the Dehli and Hissar Divisions, where the cultivation is prohibited) is granted to subject to the undermentioned conditions, and to all other provisions contained in the rules relating to opium grown in the Panjab.

The licence-holder is authorized to purchase Panjab opium wholesale from other wholesale licence-holders and from licenced cultivators in the following districts or places

and is authorized to sell the said opium wholesale to other wholesale licence-holders and to lessees of the monopoly of retail vend in the following districts or places

This licence remains in force for one year from date of issue, and shall be returned on expiry to the undersigned.

Date
Place

Signature of Deputy Commissioner.

EXTRACT FROM RULES.

A fee of Rs. 20 is payable on this licence, and a fee of Rs. 10 on every renewal or modification (Rules 22 and 27).

The holder of this licence shall not sell by retail, but only by wholesale (Rule 28, Note).

Wholesale quantities are as follows :—

Poppy head and "post" 20 sers
Prepared opium or other preparation of the poppy 10 sers } or the entire stock of the cultivator (Rule 20).

All sales of opium effected under this licence must, before delivery, be recorded on the licence by the Tahsildar of the nearest tahsil (Rule 25).

APPENDIX X.

Licence to purchase standing crops of poppy (Rule 29).

Permission to purchase standing crops of poppy from licensed cultivators, and to extract the opium and gather the poppy heads, is granted to subject to the undermentioned conditions, and to all other provisions contained in the rules relating to opium grown in the Panjab.

This licence holds good for the purchase of the crop of any number of cultivators for one season.

Date
District

Signature of Deputy Commissioner.

EXTRACT FROM RULES.

A fee of Rs. 20 is payable on this licence (Rule 29). The licence-holder shall not purchase less than one acre at a time from one cultivator unless the cultivator's entire crop is less than an acre, in which case he may purchase entire crop (Rule 11).

The holder of this licence is entitled to all the privileges of a licensed cultivator (Rule 13), and in that capacity may keep the produce from the time of the maturity of the crop until the time for the renewal of the licence, not later than 1st November, or sell the standing crop to any person holding a licence to purchase it (Rule 29), or to sell the produce to the lessees of the monopoly of the retail vend, or to any licensed wholesale dealer (Rule 21).

Provided that the sales shall not be in less quantities than the following :—

Standing crop ... 1 acre
Poppy heads and "post" ... 20 sers
Prepared opium or other preparation of the poppy ... 10 sers } or the entire stock or crop of the cultivator (Rule 11).

APPENDIX XI.

Register of licences for purchase of standing crop of opium (Rule 29).

Number.	Name of licence-holder.	Specification of limit within which licence is valid.	Date of licence.	Date of expiry of licence.	Remarks.

APPENDIX XII.

Import order (Rule 30).

Permission is hereby granted to _____ to import opium into _____ as per particulars below, subject to the provisions of the rules relating to opium grown in the Panjáb.

Signature of Deputy Commissioner.

District from which opium is to be imported.	Quantity of opium to be imported.	Time for which the pass is granted.	Remarks.
--	-----------------------------------	-------------------------------------	----------

NOTE.—This order is to be given up to the Deputy Commissioner of the district in which purchase is made, and in its place an export pass is to be taken out. No fee is payable on this order.

APPENDIX XIII.

Export Pass for Opium (Rules 28—31).

Export pass for opium despatched from _____ to _____ current for _____ days from this date

Name of exporter	Name of consignee.	Name of person in charge of consignment.	Place to which despatched.	Detail of districts en route.	Number of days allowed for transit.	Number of packages.	Weight of packages.		Net weight of Opium.		Description of packages, & how closed.	Name of officer verifying despatch.	Signature of Despatching Officer.
							Sers.	Chataks.	Sers.	Chataks.			

Date

District

Signature of Deputy Commissioner.

This pass is granted, subject to the provisions of the rules relating to opium grown in the Panjáb,

APPENDIX XIV.

Pass for Foreign Opium.

Register number

Name of licensed

retail-vendor*

Net weight

Description of drug, stating place from which imported,

Destination

District

Date

Deputy Commissioner.

* N. B.—Retail licensed vendors are the only persons allowed to import foreign opium under the provisions of Act X of 1871.

APPENDIX XV.

Statement showing the arrangements made for the year 187 _____ 187 _____ for the farm of monopoly of retail vend of Intoxicating Drugs and Opium in the district of _____

Division.	District.	Year.	Amount realized for the monopoly of retail vend of		Cause of difference.
			Opium.	Intoxicating drugs.	
		187			
		187			

APPENDIX NO. XVI.

Comparative Statement of Demands, Collections, and Balances on account of Intoxicating Drugs and Opium for the years 187-187 and 187-187.

Division.	District.	Year.	PARTICULARS CONNECTED WITH THE ADMINISTRATION OF THE SYSTEM FOR THE SALE OF INTOXICATING DRUGS.														DEMAND.			
			Panjab-grown opium.						Foreign opium.		Charas.				Panjab-grown opium.—contd.				Total demand.	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
			Area under cultivation of poppy paying acreage duty.	Amount of opium extracted, in maunds.	No. of licences for whole sale vend.	No. of licences for purchase of standing crop of poppy.	No. of passes granted to retail licensed vendors for import.	Amount of imports in maunds.	No. of retail licences for sale of opium.	No. of passes for import.	Amount of imports in maunds.	No. of licences for retail vend of intoxicating drugs (excluding opium).	No. of individuals prosecuted for breach of rules for sale of drugs and opium.	No. convicted and punished.	From an acreage duty on poppy cultivation.	From wholesale licences.	From licences for purchase of standing crop.	From monopoly of retail sale of opium.	From monopoly of retail sale of other drugs.	

APPENDIX No. XVI.—Continued.

RECEIPTS.				CHARGES.				BALANCES.				REMARKS.																	
22	From an acreage duty on poppy cultivation.	25	From licences.	30	Establishments, District, and Cantonments.	31	Rewards paid to Informers.	32	Contingencies.	33	Total charges.	34	Net receipts.	35	Balances of the year.	36	Previous year's arrears.	37	Total.	38	Recoverable.	39	Doubtful.	40	Nominal.	41	Irrecoverable.	42	

NOTE.—If the entries of this Return do not correspond with the Treasury account, explanation of the discrepancy must be given.
I certify, after personal inspection of the accounts, that the sum of Rs. _____ has been credited under the head of "Excise" in the accounts submitted to the Accountant General. The sum entered in column 29 differs from the amount so credited only on account of the omission of _____ transactions.

Deputy Commissioner.

BOOK CIRCULAR No. 10 OF 1874.

CIRCULAR No. 21 OF 1874.

(No. 4017).

Dated the 22nd June 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The Government of India having prescribed that the prices current furnished in accordance with Book Circular X of 1872, shall show the prices of food-grains sold per rupee in terms of the old Government ser of 80 tolahs, and not of the ser as defined in Act XXXI of 1871, a revised form for reporting these prices current is herewith circulated under order of Government, which is to be adopted in future.

2. Under orders similarly received, the returns will hereafter be made fortnightly, on the 15th and last day of every month, and not, as heretofore, weekly.

3. Fractions of a ser are henceforward to be shown in chittáks, not in decimals.

4. The following instructions contain all the previous orders on the subject which are still in force, and Financial Commissioner's Book Circulars X of 1872, XIX of 1873, XX of 1874, and XXIV of 1873, are hereby superseded.

The retail prices obtaining at the places named in the return, *i. e.* at the head-quarters of each district, are to be shown, and no averages struck for other places in the district.

5. Copy of a letter No. 6—150 dated 20th March 1872, from the Secretary to the Government of India in the Revenue Department, directing that officers may be made aware of the importance of securing accuracy in these returns, is reprinted from Book Circular X of 1872. This letter should be carefully perused, and the instructions in para 3, in regard to the work of preparing the returns being entrusted to competent officers, strictly carried out.

6. No entries showing the prices of grain need be made in the weekly rainfall returns.

7. The returns of prices entered in the annual statement No. XXXII, submitted with the Revenue Report, will in future be in terms of the old Government ser of 80 tolahs.

No. 6—150 dated 20th March 1872, from Secretary to the Government of India, to the Secretary to the Government Panjáb.

In reference to the Resolution of this Department, No. 11 dated the 18th January last, in which a revised form was prescribed for exhibiting the current prices of food-grains in different provinces, I am directed to express the desire of the Governor-General in Council, that all officers concerned in the preparation and submission of these statements may be made fully aware of the importance of securing truly accurate returns.

2. For commercial and statistical purposes, the value of rigid accuracy in these statements can hardly be over-estimated, and the degree in which they affect the financial economy of the Empire may be appreciated from the fact that a very considerable portion of the military expenditure in India—no less a sum than thirty lakhs a year, taking the average of the last three years—is expended on the faith of these prices current in compensation for dearness of provisions and forage. If, as is believed to have been hitherto the case, the prices shown in the official statements have a tendency to range above the lowest actual rates at which the articles can be purchased in the market, a needless expenditure is involved in the award of such compensation.

3. The Government of India considers that the work of preparing the prices current should be entrusted to some competent officers in the tahsils or districts, who would be held personally answerable for their accuracy. In each district an officer, not below the rank of Deputy Collector or Assistant Collector, should be especially charged with and made personally responsible for checking these returns by personal enquiries, and each price current should bear the attestation of such officer that he had satisfied himself of the accuracy of the statement. To enable him to do this, it will be essential for him, not merely to commence enquiries on the day the statement is to be presented, but to keep himself informed from day to day of all variations of the market.

4. It is believed that the plan suggested above, if carefully carried out, will be sufficient not only to keep within bounds the immoderate expenditure noticed in paragraph 2 of this letter, but also to lay the foundation of a system for the accurate record of statistics of the utmost public importance; and I am accordingly desirous to request that, with the permission of His Honor the Lieutenant-Governor, such orders may be issued as may seem best calculated for ensuring the highest attainable accuracy in these statements.

1	2	3	11	12
DISTRICT.	QUANTITIES PER RUPEE BY THE ORDINARY SER OF 80 TOLAS.		AVERAGE WAGES PER MONTH OF	REMARKS.
	WHEAT.*			
	Present fortnight ending	Corresponding fortnight of		
	Sers. Chks.	Sers. Chks.		
	Past fortnight ending	Corresponding fortnight of	Sais or horse keeper.	Common mason, carpenter, or blacksmith.
	Sers. Chks.	Sers. Chks.		
	Present fortnight ending	Corresponding fortnight of		
	Sers. Chks.	Sers. Chks.		
	Past fortnight ending	Corresponding fortnight of		
	Sers. Chks.	Sers. Chks.		

* Similar column headings for:—

4. RICE (*best sort*).
5. RICE (*common sort*).
6. PURUSH MILLET, (CAMBU, BATRA) HOLCUS SORGHUM.
7. GREAT MILLET (CHOLUM, JOWAR) PENICILLARIA STYCATA, GRAM.
8. " " " " " "
9. " " " " " "
10. FIREWOOD.

NOTE.—This statement is to be submitted by District Officers to the Financial Commissioner fortnightly. It contains 3 columns for each article, in which will be entered for food grains and firewood, the market rate per rupee, and for laborers the average rate of wages per month.—(1) for the current fortnight, (2) for the previous fortnight, (3) for the corresponding date of the previous year. The statement should not be encumbered by great statistics; if the return for any fortnight has not been prepared, in time for insertion, the first two columns should be omitted altogether, but it is hoped that such omissions will be rare; no attempt should be made to strike averages for the fortnight; the rate given should be that obtained on the last day of each fortnight, and in the column of remarks an entry should be made, showing whether prices are rising, falling or stationary. The prices are to be those obtaining at the head-quarters of the district, and no averages are to be struck for other places in the district. The salt, of which the price current will be entered in the last column but one, should be that commonly used in the district. The column for price will be left blank.

Deputy Commissioner.

CIRCULAR No. 22 OF 1874.

(No. 4118.)

Dated the 22nd June 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The Financial Commissioner desires that the instructions contained in the accompanying Circular of the Board of Revenue, North-Western Provinces, No. 5 dated 14th March 1874, prescribing submission of a certificate of the Balance of Cash and Stamps in Tahsil Treasuries on a change of Tahsildars, may be observed in this province also.

Circular No. 5 dated 14th March 1874, from Secretary to Government, North-Western Provinces, to all Revenue authorities in the North-Western Provinces.

The Board of Revenue, with the sanction of Government, are pleased to direct that in future, whenever the charge of a Tahsil is transferred, the balance of money, stamps, and opium be formally made over by the relieved to the relieving officer, and a certificate in the vernacular, in the annexed form, submitted for the information of the collector of the district.

Certified that the office of the Tahsildar of district was transferred on the noon of the 187 , and the charge of the Tahsil Treasury made over with the following cash balances, &c, which were duly counted, examined, and weighed.

						Amount.	Total.
<i>Silver coins.</i>							
Government rupees		
Half rupees		
Quarter rupees		
Two-anna pieces		
<i>Copper Coins.</i>							
Double pice		
Single pice		
Half pice		
Pie pieces		
<i>Currency Notes.</i>							
Of rupees one thousand		
Ditto five hundred		
Ditto one hundred		
Ditto fifty		
Ditto twenty		
Ditto ten		
Ditto five		
<i>Stamps.</i>							
Court fees		
General		
Postage		
Service		
<i>Opium.</i>							
Quantity		
GRAND TOTAL RS.							

Tahsildar,

Relieved Officer.

Relieving Officer,

BOOK CIRCULAR No. 11 of 1874.

CIRCULAR No. 23 of 1874.

(No. 4147.)

Dated 22nd June 1874.

To

ALL DEPUTY COMMISSIONERS AND TREASURY OFFICERS,
PANJAB.

A case having recently occurred in which Court Fees Stamps were lost by a Transport of supplies of peon to whom they had been entrusted for despatch from Stamps to Tahsils. the Sadr Station to the Tahsil, the Financial Commissioner desires that in future all packets of stamps of every kind despatched to the Tahsils should be sent through the post in registered covers.

CIRCULAR No. 24 of 1874.

(No. 4416.)

Dated the 30th June 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS; PANJAB.

It is requested that the accompanying notice, in English and Vernacular, explaining the provisions of Section 39 of the General Stamp Act, regarding adjudication of the value of the stamp to which an instrument is liable, may be distributed and posted at Court-houses for general information.

Adjudication of the value of stamp duty.

The Financial Commissioner has noticed that applications for adjudication under Section 39 of the General Stamp Act are seldom made, while the number of punishments for wilful breach of the Stamp Law continues to be large.

The chief cause of this seems to him to be that the possibility of obtaining adjudication in doubtful cases is not known among the people, and he desires therefore to draw especial attention to the provisions of the Section in question, which are as follows:—

“When any instrument chargeable with stamp duty under this Act, whether previously stamped or not, is brought to the Collector, and the person bringing it desires to have the opinion of that officer as to the duty with which it is so chargeable, and pays a fee of five rupees, the Collector shall assess and charge the duty to which in his judgment the instrument is liable; and upon payment of such duty or of such sum as, with the duty already paid thereon, is equal to the duty so assessed and charged, and of the penalty, if any, incurred through the instrument having been executed on insufficiently stamped paper, shall certify by endorsement on such instrument, that the full duty with which it is chargeable under this Act has been paid.

“The instrument shall thereupon be deemed to be duly stamped, and shall be receivable in evidence or otherwise in all courts and public offices as if originally executed on paper bearing the proper stamp.

“Provided that nothing contained in the former part of this Section shall authorize the Collector to make any such endorsement on Bills of Exchange, Promissory Notes, or instruments chargeable with stamp duty of one ana when brought to him on unstamped, or insufficiently stamped paper subsequent to the drawing or execution thereof.”

The effect of applying to the Collector and paying up the sums adjudged by him to be due on the instrument is, that the executant is not liable to be prosecuted for a wilful breach of the stamp law, and the instrument is rendered valid for all purposes of the Stamp Act.

The application may be made by either the executant or the holder of the instrument, and in neither case will the applicant be liable to prosecution. If the application is made within one year from the date of execution of the instrument, the penalty to be paid will be only five times the sum by which the stamp is insufficient; but if the year is allowed to elapse, the penalty will be twenty times that sum. Holders of insufficiently stamped instruments should, therefore, lose no time in making applications for adjudications under Section 39.

If the instrument has not been executed, and it be desired to ascertain the proper amount of stamp duty chargeable on such instrument when executed, a *draft* of the contemplated instrument may be presented to the Collector with the prescribed fee and application for that officer's opinion. The opinion recorded by the Collector should be appended to the instrument when executed, to show that it has been stamped in accordance with a competent decision.

CIRCULAR No. 25 of 1874.

(No. 4443).

Dated the 1st July 1874.

To

ALL COMMISSIONERS AND SUPERINTENDENTS, PANJAB.

Requests that all transfers of Tahsildars and Naib Tahsildars, sanctioned in accordance with Rules 13 and 14 with Financial Commissioner's Book Circular II of 1873, may in future be reported to the Financial Commissioner at the same time that orders are conveyed to Deputy Commissioner.

CIRCULAR No. 26 of 1874.

(No. 4604).

Dated the 8th July 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The accompanying letter No. 942 dated 18th ultimo from the Secretary of Panjab Government, intimating that persons employed in the Trade Statistics Establishment of this Province are eligible for pensions under the Civil Pension Rules, is circulated for information.

No. 942 dated 18th July 1874, from Officiating Secretary to Government Panjab, to Officiating Secretary to Financial Commissioner, Panjab.

In reply to your letter No. 668, of the 8th June. I am desirous to state that service on the establishment sanctioned for Trade Statistics may be considered to qualify for pension under Section 23 of the Civil Pension Code.

CIRCULAR MEMO. No. 4,755 of 1874,

Dated the 14th July 1874.

ALL COMMISSIONER AND DEPUTY COMMISSIONERS PANJAB.

As proposals for "Major Works" (exceeding Rs. 2,500 each) have to be submitted by the Financial Commissioner to the Secretary to Government, Department Public Works, by the 15th August next, Deputy Commissioners are requested to prepare a list of such works required to be executed in their districts during the year 1875-76, and to submit the same to Commissioners of Divisions before the 1st August next, in order that the lists may reach this office by the 6th August at latest.

BOOK CIRCULAR No. 11 A of 1874.

CIRCULAR No. 27 of 1874.

(No. 4911).

Dated 20th July 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

In Panjáb Government Notification, Financial Department, No. 885 dated 10th June, amended rules were published for the supply and account of Court Fees Stamps (including Process Fees Stamps) under clauses (a) and (d) of section 27 of Act VII of 1870—the Court Fees Act.

The Notification is hereto annexed.

2. By these rules, discount at the rate of 3 pies in the rupee is allowed on the purchase of Court Fees and Process Fees Stamps, subject to certain restrictions as to the value and quantity of the Stamps sold (Rule IV) when the purchases are made by licensed vendors from ex-officio vendors.

3. Ex-officio vendors are not, as such, entitled to receive discount, but under Rule XI Treasurers or their agents at the Sadr or Tahsil Treasuries may be appointed licensed vendors, and thereupon they will be entitled to discount on the purchase of Court Fees Stamps and Process Fees Stamps for cash. Care must be taken that ex-officio vendors, who are also appointed licensed vendors under this rule, do not take credit for discount on account of Stamps which they hold in their capacity of ex-officio vendors, and for which they have not paid in cash. The registers prescribed for Treasurers are those contained in Appendices III to VII, inclusive, of the Panjáb Stamp Manual, and no discount should ever be allowed, except in regard of Stamps which have been shown in the Treasurer's Daily Book of Receipts and Issues (Appendix No. III) as "sold on discount," of which the value, as given in the last column, has been paid into the Government Treasury at the Sadr or Tahsil, as the case may be, after deduction of the discount.

4. The Financial Commissioner may, under Rule VIII, allow licensed vendors to be supplied on credit, but this permission will be seldom necessary, and will not be granted to persons combining the office of ex-officio and licensed vendor, except under very peculiar circumstances.

5. The supply of the old black and red "Talabánah" Stamps in the Panjáb is nearly exhausted, and it has been ruled by Government that Adhesive Court Fees Labels are in future to be used for Process Fees as soon as the old supply is completely spent.

The result of this will be that no distinction can be preserved in the accounts of ex-officio vendors between "Court Fees" and "Process Fees" Stamps, and the columns in the registers, to which allusion has been made above, which refer to Process Fees Stamps, can be omitted as soon as the distinctive "Talabánah" Stamps are exhausted.

6. The Chief Court have pointed out, in their Memo No. 8—1490 dated 16th June 1874, that returns of the amount of Adhesive Court Fees Labels used for Process Fees can be secured by the maintenance of Register No. XX prescribed in Chief Court's Book Circular No. XXIII of 1869, which has been strictly enjoined.

7. Chapter V, paras 152 to 156, inclusive, of the Panjáb Stamp Manual, are hereby superseded. A note should be entered in the copies of the Manual supplied from this office to this effect.

Besides the corrections in the Appendices above noted Appendix No. XII will be discontinued, except in the case of ex-officio vendors appointed by the Financial Commissioner under Clause 2 of Rule 1, for whom this form of register is hereby prescribed.

Panjáb Government Notification No. 885 dated the 10th June 1874.

In accordance with the Resolution of the Government of India in the Financial Department, No. 1090 dated 16th February 1874, regarding the sale of Court Fees Stamps, the Hon'ble the Lieutenant Governor is pleased to prescribe the following Rules under Section 27, clauses (a) and (d), of the Court Fees Act VII of 1870, regarding the supply and account of Court Fees Stamps. Panjáb Government Notification No. 502 dated 7th April 1874 is hereby cancelled.

2. In the following Rules the term "Court Fees Stamps" includes "Court Fees Labels" and "Process Fees Stamps":—

- I. All Government Treasurers and their agents and subordinates entrusted with the custody and sale of Stamps on behalf of Government in all Sadr and Tahsil Treasuries are hereby appointed ex-officio vendors. They shall be supplied from time to time with Court Fees Stamps from the District Treasury.
- The Financial Commissioner may appoint other persons besides the above ex-officio vendors of Court Fees Stamps.
- II. Ex-officio vendors shall sell to licensed vendors and to the public, on application, all kinds of Stamps (including Process Fees Stamps) prescribed by the Act.
- III. Licensed vendors may sell any kind or value of Stamps prescribed by the Act. The form of licence is herewith appended.
- IV. The rates of discount to which licensed vendors purchasing Court Fees Stamps from ex-officio vendors are entitled are as follows:—

Value of each Stamp.	Minimum quantity entitling to discount.	Rate of discount.
Not exceeding Rs. 5 each ...	Twenty rupees worth ...	1 $\frac{9}{16}$ per cent., 3 pies in the rupee.
Exceeding Rs. 5 each and not exceeding Rs. 50.	Fifty rupees worth ...	Ditto.

- V. On Stamps exceeding Rs. 50 in value no discount is allowed.
- VI. No discount is allowed on the sale of Court Fees Stamps to persons other than licensed vendors.
- VII. Except as hereinbefore provided, no discount shall be allowed on the sale of Court Fees Stamps.
- VIII. No licensed vendor shall be supplied with Stamps on credit without the special sanction of the Financial Commissioner.
- IX. Ex-officio vendors shall keep such registers and accounts as may be prescribed from time to time by the Financial Commissioner.
- X. No special form of account is prescribed for licensed vendors who take Stamps for cash.
- XI. Licensed vendors shall be appointed by the Deputy Commissioner. Treasurers or their agents at the Sadr or Tahsil Treasuries may be appointed licensed vendors, but no officer charged with the duty of affixing or punching Court Fees Stamps shall be appointed a licensed vendor.
- XII. Every licence shall be revocable at any time by the Local Government or by the authority who granted it.
- XIII. Every licensed vendor shall at all times have stuck up in a conspicuous station outside the place of vend a signboard bearing the name of the vendor, with the words "Licensed Vendor of Court Fees Stamps" in English and in the Vernacular language of the district. He shall have in the place of vend the Acts of the Legislature and their schedules referring to the Stamps sold by him, together with these rules, in English and the said Vernacular, placed so that they can be readily seen and read by purchasers.

- XIV. Every licensed vendor shall, without delay, deliver any Stamps which he has in his possession for sale on demand by any person tendering the value in any currency which would be accepted on behalf of Government by the Collector of the district.
- XV. No vendor shall sell any Stamps the use of which has been ordered by competent authority to be discontinued.
- XVI. Every licensed vendor shall at any time, on the demand of the Collector or other officer duly authorized by the Local Government, deliver up all Stamps of any kind remaining in his possession, and, if such Stamps, have been paid for, shall receive back the value thereof, less any discount which may have been allowed.
- XVII. Court Fees Stamps may be passed freely from hand to hand like Postage Stamps.

Form of licence for vendors of Court Fees Stamps.

Licence is hereby granted to (name) of (place) in (district) to sell at (place) Court Fees Stamps of all kinds prescribed in the Court Fees Act, subject to the rules for sale of such Stamps issued by the Government of India and the Local Government, the infringement of any of which will render the licence holder liable to the penalty prescribed in Section 48 of the General Stamp Act, as amended by Section 34 of the Court Fees Act, namely, simple imprisonment for a term which may extend to six months, or fine not exceeding Rs. 500, or both.

(Signed)

Dated

Deputy Commissioner,

BOOK CIRCULAR No. 12 of 1874.

CIRCULAR No. 29 of 1874.

(No. 4964)

Dated 22nd July 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The accompanying Rules for awarding compensation for damage done to crops by Camps of Exercise, having been approved of by the Government of India, are circulated for information and guidance.

Rules for determining compensation for damage of crops by Camps of Exercise, and manœuvres of troops.

I. On the arrival of troops within the limits of a district, and thenceforward during the period they remain in the district, the Deputy Commissioner shall cause a daily record to be kept, in the annexed form (Appendix A), of all fields occupied by the camp or traversed by troops in which there may be at the time a standing crop, or in which seed has been sown, or would be sown were the field not occupied by troops. This record shall show the name of the village, the Nos. of the fields in the settlement records, the name of the cultivator, the area of the field in acres, the description of soil, irrigated or unirrigated, and the name of the standing crop, and these details shall be filled in from day to day. The remaining columns of the form showing the estimated produce, the estimated value of the produce, the proportion injured, and the amount of money compensation, will be filled up subsequently, as provided in Rule V.

II. The Patwari and Qanungo will be held responsible that no omissions occur in the daily preparation of the detail of fields in which crops have been injured, and also that no fields are entered to which damage has not occurred.

III. The entries in the record (Appendix A, columns 1—6) shall be made immediately after the troops have occupied or traversed the fields, and shall, on the

same or the following day, be read out to the cultivators of the fields in the presence of a lambardār, and attested by the patwārī, lambardār, and cultivator in each case. If any objection is made to the entry, it shall be considered, and orders passed thereon by the Tahsildār or other officer supervising the preparation of the record, the objection being placed with the file.

IV. Claims for compensation made subsequent to the attestation of the entries in columns 1 to 6 of Appendix A, prescribed in Rule III, shall be decided on their merits; but unless good cause is shown for the claim not having been preferred previous to such attestation, it shall not be entertained.

V. After the attestation mentioned in the preceding rule, an abstract of the Statement (Appendix A) in the form given in Appendix B, shall be signed by the tahsildār, and forwarded by the Deputy Commissioner every week to the military authorities; this abstract shall show for each village the total acreage of fields occupied or traversed, and the description of crops injured. The Deputy Commissioner shall consider any objections made by the military authorities to the entries in this abstract.

VI. At such time as the crops shall have sufficiently ripened to enable a just estimate to be formed as to the damage caused, the Deputy Commissioner shall cause the remaining columns of Appendix A to be filled in on the spot by the Tahsildār or other officer appointed by him to estimate the compensation in the presence of the cultivators, of the lambardārs, and of the patwārī. In column 7 the estimated produce will be the gross out-turn which might have been expected to be produced in the field if it had not been occupied or traversed. In column 8 will be given the estimated value of such produce. In column 9 will be given the proportion of the crop injured as a fraction, and this proportion will be calculated, not upon the area injured, but with reference to the difference in the value of the ripened crop, and of the crop which would have ripened but for the manœuvres. Column 10 will contain the cash compensation proposed. Where this amount differs from that obtained by an application of the figures of column 9 to those of column 8, a cause should be assigned for such difference.

VII. Objection to the entries made in these columns will be recorded with the proceedings, and orders passed thereon by the officer determining the compensation.

VIII. The Deputy Commissioner, or one of his Assistants, should personally inspect the locality, and satisfy himself of the reasonableness of the entries regarding the estimated damage.

IX. In any case the Deputy Commissioner shall give the final order fixing the amount of compensation to be awarded. This order shall then be communicated to the persons concerned, who shall be called upon to state whether they agree to the amount of the award, and their statement shall be briefly recorded. If the parties agree to the award, the Deputy Commissioner shall forward a demand statement, in the form given in Appendix C, to the military authorities. If the parties do not agree to the award, it shall be competent to them to institute a suit in the Court competent to decide such claims under Section 15 of the Land Acquisition Act, and the proceedings shall thenceforth be in accordance with the rules for such suits which may be in force for the time being.

X. The military authorities will be bound by the award of the Deputy Commissioner, and will remit the amount immediately on receipt of the demand statement forwarded to them under Rule VIII. The amount will then be distributed without further delay by the Deputy Commissioner.

XI. As the compensation determined under Rule VIII will cover the whole of the damage done to the crops, no remission or suspension of land revenue or cesses will be necessary, and applications for such remission or suspension will not be entertained by the Deputy Commissioner.

APPENDIX A.

Daily Register of damage done to crops during the Camp of Exercise at

18

1	2	3	4	5	6	7	8	9	10	11
Name of village.	No. of field in village map.	Name of cultivator.	Area of field in A. R. P.	Description of soil, whether irrigated or unirrigated.	Name of crop.	Estimated produce of the field.	Estimated value of crop.	Proportion of crop injured.	Amount of compensation proposed.	Remarks.

APPENDIX B.

*Abstract Statement of damage done to crops in the neighbourhood of the Camp of Exercise at**for the week ending*

1	2	3	4
Name of village.	Name of crop.	Area of the several crops injured.	REMARKS.

APPENDIX C.

Statement of Demand on account of Compensation for crops injured by Camp of Exercise, or transit or movements of troops.

1	2	3	4
Name of village.	Area of crop injured.	Amount of compensation fixed by Deputy Commissioner.	REMARKS.

BOOK CIRCULAR No. 13 of 1874.

CIRCULAR No. 30 of 1874.

(No. 4965).

Dated 22nd July 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The accompanying copy of a letter No. 3—52 dated 16th ultimo, from the Secretary to the Government of India to the address of the Secretary Panjab Government, pointing out, that the Certificates under Section 14 of the Land Improvement Act liable to stamp duty. Certificates prescribed by Section 14 of the Land Improvement Act XXVI of 1871, when signed by the applicant, are required to be stamped as mortgages, is circulated for compliance, in supersession of the instructions contained in the latter part of Rule XVIII, appended to this Office Book Circular No. 3 of 1873.

No. 3—52 dated 16th June 1874, from Under-Secretary to the Government of India, to Officiating Secretary to Government Panjab.

With reference to your letter of the 22nd May 1874, No. 861, I am directed to request that, with the permission of His Honor the Lieutenant-Governor, you will be good enough to draw the attention of District Officers to the fact that certificates prescribed under Section 14 of the Land Improvement Act XXVI of 1871, when signed by the applicant, require to be stamped as mortgages.

CIRCULAR MEMO. No. 4963 of 1874.

Dated the 22nd July 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB,

The attention of all Deputy Commissioners is directed to the provisions of Short-weight coin. Financial Commissioner's Circular No. 39 of 1873, regarding the mode in which short-weight coin presented at Tahsils in payment of the Government Revenue is to be treated.

2. In addition to the rules therein prescribed, Tahsildars should be instructed to enter on the "dakhilah" forwarded to the Sadr Treasury, any amounts which have been deducted on account of short-weight rupees.

CIRCULAR No. 28 of 1874.

(No. 4962).

Dated 22nd July 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

Patent iron sugar-cane mills, invented by Mr. Thomson of Behea, in the Arrah district, where they are largely used by cultivators, have recently been tried in the Amritsar and Jalandhar districts, and the experiments have been so far successful that the Financial Commissioner has been directed by Government to communicate the results to all District Officers with a view to their being introduced into the Panjab through the agency of District Committees.

2. There are two kinds of apparatus,—a cheap one, with two rollers, costing Rs. 50, and a better one, with 3 rollers costing from Rs. 150 to Rs. 200.

3. The large mill appears to be the most successful, combining a large saving of labor with effective crushing. A set of instructions for working this mill can be obtained from the vendors, Messrs. Thomson and Mylne, of Behea, Arrah district.

4. Deputy Commissioners are requested to bring the subject to the notice of District Committees. There is every probability that if two mills of the largest size were purchased by them, and let out at the proper season in districts where sugar-cane is grown, the advantages possessed by such an apparatus would be as keenly appreciated in the Panjab as they have been in parts of Bengal.

The annexed demi-official letter from Dr. Henderson, to the address of the Secretary to Government Panjab, gives some further particulars on the subject.

Demi-official letter dated 23rd June 1873, from DR. G. HENDERSON, Calcutta, to the Secretary to Government Panjab.

Mr. Thomson, of Behea, in the Arrah district, has invented a mill for extracting sugar or rather the juice from sugar-cane, and it is such a great success that I think the Panjab Government should try to introduce it into the Panjab. The mill is all of iron, is made in Calcutta, and is so simple that it cannot go out of order; the native cultivators in the Arrah district use nothing else, and the machine is so light and portable that it can be sent about the country wherever there is work for it.

The whole affair is made of iron as I have said, and has the following advantages:—

- 1st. One very light bullock can work it, whereas the ordinary sugar rollers require two strong oxen or two buffaloes,
- 2nd. In the same space of time it does about four times the work of the ordinary native mill.
- 3rd. The juice is much more completely removed from the cane.
- 4th. It is portable, and can be moved to any part of the country where it is wanted.
- 5th. If any part breaks, it can be replaced at once from Calcutta.

There are two kinds of apparatus,—a cheap one, with two rollers costing Rs. 50, and a better one, with three rollers, costing about Rs. 150 to Rs. 200. I think Mr. Thomson has tried all sorts of improved agricultural implements, and he says this is the only one which the native cultivator has taken to in earnest, and so great is the demand that the mills cannot be manufactured fast enough. Mr. Thomson owns many thousand acres of land, which he lets to native cultivators; he first got a sugar-mill made at home, but found it unsuitable, so he modified it and strengthened it, and the one now in use has been thoroughly tested, and is found to give great satisfaction. Mr. Thomson is taking out a patent for the machine, simply to prevent badly-made and imperfect apparatus getting into the market, and giving his mill a bad name. I would strongly advise you to get two mills, one with two rollers and one with three, for the Panjab, and get Mr. Thomson to send a native with them who knows how to work them.

If my calculation is correct, the saving of labor is enormous, for one bullock does the work of two in one-fourth the time, and it is the saving of time, strange to say, which the natives seem to appreciate, for they say it enables them to get the sugar-cane off the ground quickly.

There is one point I have not mentioned, namely, that the juice is very much better than when extracted by the native mills, being perfectly clean. Taking it altogether, it is one of the most useful implements ever introduced into this country, and the only piece of English machinery I have ever seen the natives thoroughly take to. I saw the machine at work in March last and I took time to consider the matter before advising you to get a couple of the mills for the Panjab, for, as a rule, in this country English machinery, after a few trials, is put aside to rust, because it is not suitable, or is too expensive for the native cultivator to use. I should mention that the native cultivators hire out the mills, at so much a day I suppose. The mills are made and sold by some firm in Calcutta.

CIRCULAR No. 31 OF 1874.

(No. 5283)

Dated the 5th August 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

Forwards, under orders of Government, copy of a letter No. 2—33 dated 10th April 1873, from the Under-Secretary to Government of India, Revenue, Agriculture and Commerce, calling for information regarding advances made under the Land Improvement Act XXVI of 1871, together with forms devised for showing the information therein called for.

2. The orders of Government have also been received to the effect that similar information is to be furnished on account of advances made previous to the passing of the Act, and the forms have accordingly been framed to show similar statistics on account of advances from the year 1867-78 to 1870-71.

3. Deputy Commissioners are requested to have these forms carefully filled up, and to submit them before the 30th April 1875.

No. 2—33 dated 10th April 1874, from Secretary to the Government of India, Revenue, Agriculture and Commerce Department, to Secretary to Government Panjab.

I am directed to request that, with the permission of His Honor the Lieutenant-Governor, the Government of India may be furnished, as soon as possible after the close of the official year 1874-75, with a full report on the action taken in the Panjab under the Land Improvement Act (XXVI of 1871), from its introduction up to the close of that year. Notice is given thus early, in order that His Honor the Lieutenant-Governor may be able to issue the necessary instructions for the preparation of the report at the commencement of the year. The replies to this Circular should be received by His Excellency the Governor-General in Council not later than the 1st June 1875.

2. The Report should be accompanied by the following statements:—

(1). A statement showing the amount of the advances which have been sanctioned in each district of the province since the introduction of the Act up to the 31st March 1875, and the amount actually advanced, with an explanation in the case of each district of any difference between the two.

(2). A classified statement of the different kinds of improvements (wells, tanks, clearing land, &c.) for each district, showing how much has been sanctioned, and how much actually advanced, for each description of improvement.

(3). A classified statement showing the standing (whether tenants-at-will, tenants with right of occupancy, or landlords of (a) the recipients of advances, and (b) the persons who stood security for the repayment of the advance. This statement should show separately the amount of advances made to each class, and the number of each class who availed themselves of the Act.

(4). A statement showing the periods for each district within which advances are repayable. In this Statement should be shown, under each column of "period in which repayable," both the number and the amount of the advances.

(5). A statement of recoveries and outstandings up to the end of the year 1874-75, distinguishing the instalments which have become due and not been paid from instalments which have not yet become due. In a remark column should be noted any action which may have been taken in each district for the recovery of overdue balances.

3. These statements should be accompanied by a full review and analysis of the figures contained in them by the Local Government, and the review should give a complete description of the general working of the Act in Any difficulties that may have arisen should be fully explained, and any suggestions for improvements in the system which may have to offer stated.

STATEMENT No. V.

Statement of recoveries and outstandings of Takavi Advances made from the year 1867-68 up to the close of the year 1874-75 for
the District of _____

District.	Year.	Total amount out- standing at commence- ment of the year, excluding balance of former years.	Current demand.		Balance of former years.		Total.		REMARKS. In this column is to be noted any action taken for recovery of over-due balances.
			Amount falling due during the year.	Amount re- covered dur- ing the year.	Amount due at com- mencement of the year.	Amount re- covered dur- ing the year.	Due.	Recovered.	
	1867-68	...							
	1868-69	...							
	1869-70	...							
	1870-71	...							
	1871-72	...							
	1872-73	...							
	1873-74	...							
	1874-75	...							
	Total	...							

CIRCULAR No. 32 of 1874.

(No. 5662)

Dated 18th August 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS PANJAB

The remarks contained in para 109 of the Financial Commissioner's Annual Report for 1872-73 regarding the penalties and fines leviable under Sections 20 and 29 of the General Stamp Act XVIII of 1869 by Civil and Criminal Courts respectively on account of unstamped or insufficiently stamped documents produced or exhibited in a Civil Court, having been referred to the Government of India, as intimated in para 9 of the Panjáb Government Review of the Report, the annexed copy of the letter received in reply, No. 2004 dated 31st March 1874, from the Under-Secretary to the Government of India, in the Financial Department, is circulated for general information and guidance.

2. The opinion of the Financial Commissioner, as expressed in the above-mentioned para of the report (copy of which is appended for facility of reference), was based upon the supposition that an instrument executed on unstamped or insufficiently stamped paper, with the intention of evading payment of the required stamp duty, when impounded by a Civil Court under Section 22, with a view to the institution by the Collector of a prosecution under that Section, would be admissible in evidence by such Court in event of and in virtue of a fine being levied on account of such document under Section 29. The accompanying ruling of the Government of India shows that such is not the case.

3. No document is admissible in evidence (except in Criminal cases) unless it be sufficiently stamped, either originally or subsequently to execution, under Section 20, Section 24, Section 26, or Section 39.

4. The appropriate cure for any hardship arising from an excessive penalty being demanded by Section 20 is that Civil Courts should, before exacting the penalty, always inform suitors that the Financial Commissioner has the power to remit it, in whole or in part, and should themselves support the suitors' petition for refund in cases where they think a refund may be properly made.

5. A document impounded under Section 22 is not rendered admissible in evidence by virtue of payment of the penalty imposed on the offender upon conviction under Section 29, but such a document may become admissible if a certificate be duly endorsed upon it under Section 20 or 24 subsequent to its impoundment, and such a certificate may be granted when the person tried is honorably acquitted.

No. 2004 dated 31st March 1874, from Under Secretary to Government of India, Financial Department, to Secretary to Government Panjáb.

I am directed to acknowledge the receipt of your letter dated 9th February 1874, No. 186, and in reply to observe that there is apparently some misapprehension in regard to the provisions of Sections 20 and 22 of the General Stamp Act XVIII of 1869.

2. The two Sections deal with two distinct classes of transactions:—

1st.—The fine which a Civil or a Revenue Court requires before admitting an instrument, which has been, by negligence, not sufficiently stamped at the time of execution. This is a purely Civil transaction; the holder of the instrument need not pay the fine at all unless he likes, and he very often does not pay but elects to withdraw the instrument.

2nd.—The Criminal penalty which a Magistrate inflicts on a person who has defrauded or tried to defraud the revenue. This is a penalty which must be paid without option, and in such a case the holder of the unstamped or insufficiently stamped document would not be allowed the option of withdrawing the document or paying a penalty.

Extract para 109, from Panjáb Revenue Administration Report for 1872-73.

109. The powers conferred on Civil Courts by Section 20 of the General Stamp Act continue to be freely used. The amount of deficient duty realized was Rs. 398, and the amount of penalties Rs. 4,992. As this is about thirteen times the amount of the deficient duty, the penalty must, in the majority of cases, have been for documents produced more than a year after execution, and this is the natural result, as disputes do not usually arise on documents within a year. The lower penalty of five times the deficient duty for documents produced within a year can seldom be imposed. The penalty of twenty times the deficiency is imperative in all cases where the document is produced after a year. Under Section 20 a document can only be admitted if the Court is satisfied that the omission to stamp it did not arise out of any intention to evade payment of the proper duty. If such intention is suspected, the Court may impound the instrument under Section 22, and the Collector must prosecute under Section 29, which prescribes a penalty not exceeding Rs. 100, or ten times the value of the proper stamp, or of the deficiency. This leads to the anomaly that an evader of the Stamp Law gets off more easily in the Criminal Court than before a Civil Court or Revenue Officer, not only because the prescribed penalty is lower for all documents requiring less than Rs. 100 stamp, but also because the Criminal Court is allowed a discretion which is not accorded to the Civil or Revenue Court, the fine in the former case being not exceeding certain limits, that is, it may be less, while in the other it must be twenty times the deficiency. It is always difficult to prove a fraudulent intent. But to adopt the easier course and admit the plea of ignorance causes the imposition of a heavier penalty on the evader than if he had pleaded a fraudulent intent. This state of things is often very hard on ignorant people. The only remedy at present is apparently an appeal to the Financial Commissioner under Section 42 for reduction of penalty. The heavy penalty, moreover, tempts suitors in Civil Courts to keep back written documents and put forward other and less reliable evidence. A discretionary power to regulate the penalty according to the circumstances of the case would have sufficient effect in discouraging evasions of stamp duty without producing the injurious effects above described.

CIRCULAR MEMO. No. 5769 of 1874.

Dated the 21st August 1874.

To

ALL COMMISSIONERS AND SUPERINTENDENTS, PANJAB.

The Honorable the Lieutenant Governor has approved a proposal made by the Financial Commissioner for the establishment of a school for the instruction of Patwáris and candidates for the post of Patwári in every district in the Panjáb. The cost of each school is not to exceed Rs. 400 per annum, and is to be defrayed, as far as possible, from the Record Office fund, and the fines levied from Patwáris. In cases when these funds are not sufficient to cover the whole expense, His Honor will be prepared to make good the deficiency by a grant from the Educational assignment.

2. The Financial Commissioner desires that steps may be taken, with as little delay as possible, to establish these schools. Commissioners are therefore requested to favor him with an early report as to how far the above-mentioned funds are available in each of the districts in their Divisions to meet the proposed outlay.

3. The sanctioned amount of expenditure will, Mr. Egerton believes, be generally amply sufficient to provide the necessary establishment, as follows:—

				Rs.
Pay of Teacher, at Rs. 30 per mensem	360
Stationery and Contingencies	40
				<hr/>
Total	400

BOOK CIRCULAR No. 14 of 1874.

CIRCULAR No. 33 of 1874.

(No. 5770)

Dated 22nd August 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

In supersession of the List of Text Books for the examination of Tahsildárs and Naib-Tahsildárs, issued with this Office Book Circular No. 19 of 1866, a revised list, which has appeared in the *Panjáb Gazette* of the 30th July 1874, under Notification No. 2811 dated 27th idem, is circulated for information and guidance.

TEXT BOOKS FOR THE EXAMINATION OF TAHSILDARS AND NAIB-TAHSILDARS.

Criminal.

1. The Indian Penal Code, Chapters 1, 2, 3, 4, 5, and 23, and all sections relating to offences triable under the schedule attached to the Code of Criminal Procedure, as triable by Magistrates of the 2nd and 3rd class.
2. Act V of 1861, the Police Act.
3. Act XXXI of 1860, the Arms Act, as modified by Act VI of 1866.
4. Act VI of 1864, the Whipping Act.
5. Act III of 1867, the Gambling Act.
6. Act I of 1868, the General Clauses Act.
7. Acts XXVII of 1870 and XIX of 1872, the Indian Penal Code Amendment Acts.
8. Act I of 1871, the Cattle Trespass Act.
9. Acts X of 1872 and XI of 1874, the Code of Criminal Procedure.
10. Act XXVII of 1871, the Criminal Tribes Act.
11. Selected Circulars of Judicial Commissioner and Chief Court, Criminal Department.

Civil.

1. Act VIII of 1859, the Code of Civil Procedure.
2. Act XXIII of 1861, an Act to amend Act VIII of 1859.
3. Act XIX of 1865, the Panjáb Courts Act.
4. Act IX of 1871, the Indian Limitation Act.
5. Acts I and XVIII of 1872, the Indian Evidence Act.
6. Act IV of 1872, the Panjáb Laws Acts and Rules issued under the Act.
7. Act X of 1873, the Indian Oaths Act.
8. Act IX of 1872, the Indian Contract Act.
9. Selected Circulars of Judicial Commissioner and Chief Court, Civil Department.

Revenue.

1. Acts XIV of 1843 and XXVI of 1855, Customs Act.
2. Act XXXI of 1861, the Saltpetre Act.
3. Act XXVIII of 1868, the Panjáb Tenancy Act.
4. Act XVIII of 1869, the General Stamp Act.
5. Act VII of 1870, the Court Fees Act, and amending Act XX of 1870.
6. Act X of 1871, the Land Acquisition Act.
7. Acts X of 1871 and XXVI of 1872, Excise Act, and the Rules issued thereunder.
8. Act XX of 1871, the Local Rates Act.
9. Act XXVI of 1871, the Land Improvement Act, and the Rules issued under the Act.
10. Act XXVIII of 1871, the Panjáb Land Revenue Act and the Rules framed under the Act.
11. Act IV of 1873, the Panjáb Municipal Act.
12. Act VIII of 1873, the Northern India Canal and Drainage Act.
13. Act XXIII of 1871, the Pensions Act, and the Rules framed under the Act.
14. Rules re Encamping Grounds and Supplies for Troops.
15. Act VIII of 1871, the Indian Registration Act, and the Circulars of the Inspector General of Registration.
16. Revised Directions to Revenue Officers by Mr. D. G. Barkley.
17. Financial Commissioner's Selected Circulars.

MEMO.

It is requested that the last two words of Rule I, appended to this Office Book Circular No. 12 of 1874, regarding compensation for damage to crops, may be corrected from Rule V to Rule VI.

CIRCULAR No. 34 of 1874.

(No. 6396.)

Dated 14th September 1874.

To

THE COMMISSIONERS DEHLI, HISSAR, AND PESHAWAR, AND
SETTLEMENT COMMISSIONERS AND ALL SETTLEMENT
OFFICERS.

The purport of the instructions contained in para 5 of Chapter C. V. of the Rules, prescribing the reports to be furnished by Settlement Officers under the Land Revenue Act 1871, having been misunderstood, the Financial Commissioner, with the sanction of Government, directs that in reporting under Section 31 of the Panjáb Land Revenue Act, the assessments announced, Settlement Officers should usually confine their remarks to the space provided in the last column of the form (E) appended to para 5 of Chapter C. V. of the Rules.

2. Any general remarks regarding the manner in which the assessments were accepted or regarding alterations which were made previous to announcement, in the first proposals, may be entered on a blank page at the beginning or the end of the Statement. No separate report is usually necessary.

3. General remarks if lengthy, may with advantage be kept for the final report on the Settlement of the District (paras 6 and 7 of rules C. V.). The Statement in form E will also, it is to be remembered, form one of the enclosures to the Final Settlement Report.

CIRCULAR No. 35 of 1874.

(No. 6422.)

Dated 16th September 1874.

To

ALL DEPUTY COMMISSIONERS, PANJAB.

As the accuracy of the Statements of Prices Current forwarded weekly by Deputy Commissioners is of importance, the Financial Commissioner wishes to be satisfied that due attention is paid to the compilation of them, and it is requested that a report may be furnished showing—

1. To whom the duty of compiling the return is entrusted.
2. How the price of each commodity is ascertained.

2. By Book Circular No. 24 of 1873 Deputy Commissioners were directed to show the price of the commodity at the place named, and not to show an average of the returns from the Tahsils, and this was repeated in para 4 of Book Circular No. 10 of 1874. It should be stated if this instruction is observed.

BOOK CIRCULAR No. 15 of 1874.

CIRCULAR No. 36 of 1874.

(No. 6500).

Dated 19th September 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

Under No. 47 of the Rules under Act X of 1871 (the Excise Act), published with Book Circular No. 6 of 1874, licenses for the sale of Rum are in future to be put up to auction in the manner prescribed for the retail sale of native spirits.

2. The Financial Commissioner wishes to obtain returns of the amount of Rum sold under these licences; and it is therefore requested that a condition be inserted in the licences, making it obligatory upon the licensed vendor of Rum to give a true return of the amount of Rum sold by him during the year.

3. Column 3 of Appendix No. XIX, published with the above-quoted Circular, should be divided into four headings, viz:—

1. Number of gallons of Rum sold.
2. Amount of duty realized for licences for the sale of Rum.
3. Amount of duty realized for licence for the sale of other European liquors.
4. Total amount of duty—and these columns should be duly filled up in the quarterly statement submitted to this office.

CIRCULAR MEMO No. 6498 of 1874.

Dated 19th September 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS PANJAB:

Forwards a printed slip to be pasted over the last clause of para 12 of Corrections in Book Circular 9 of 1874. Appendix No. II attached to Book Circular 9 of 1874 regarding intoxicating drugs and opium; the clause as originally printed being incorrect.

Charas, opium, or any preparation or admixture of the same, 5 tolas; Post, 5 sers.

BOOK CIRCULAR No. 16 of 1874.

CIRCULAR No. 37 of 1874.

(No. 6518.)

Dated 21st September 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS PANJAB.

In Book Circular 13 of 1870, a ruling of Government was circulated, to the effect that Government lands, whether managed by the Forest or the Revenue Department, should be exempt from local taxation, on the same principle that it had been previously ruled that Government property is exempt from municipal taxation.

2. In Book Circular 6 of 1872, it was explained that this exemption should be held to apply only to Government lands in the actual possession of Government Officers or used *bonâ-fide* for Government purposes, and not to Government property leased to private individuals or contractors.

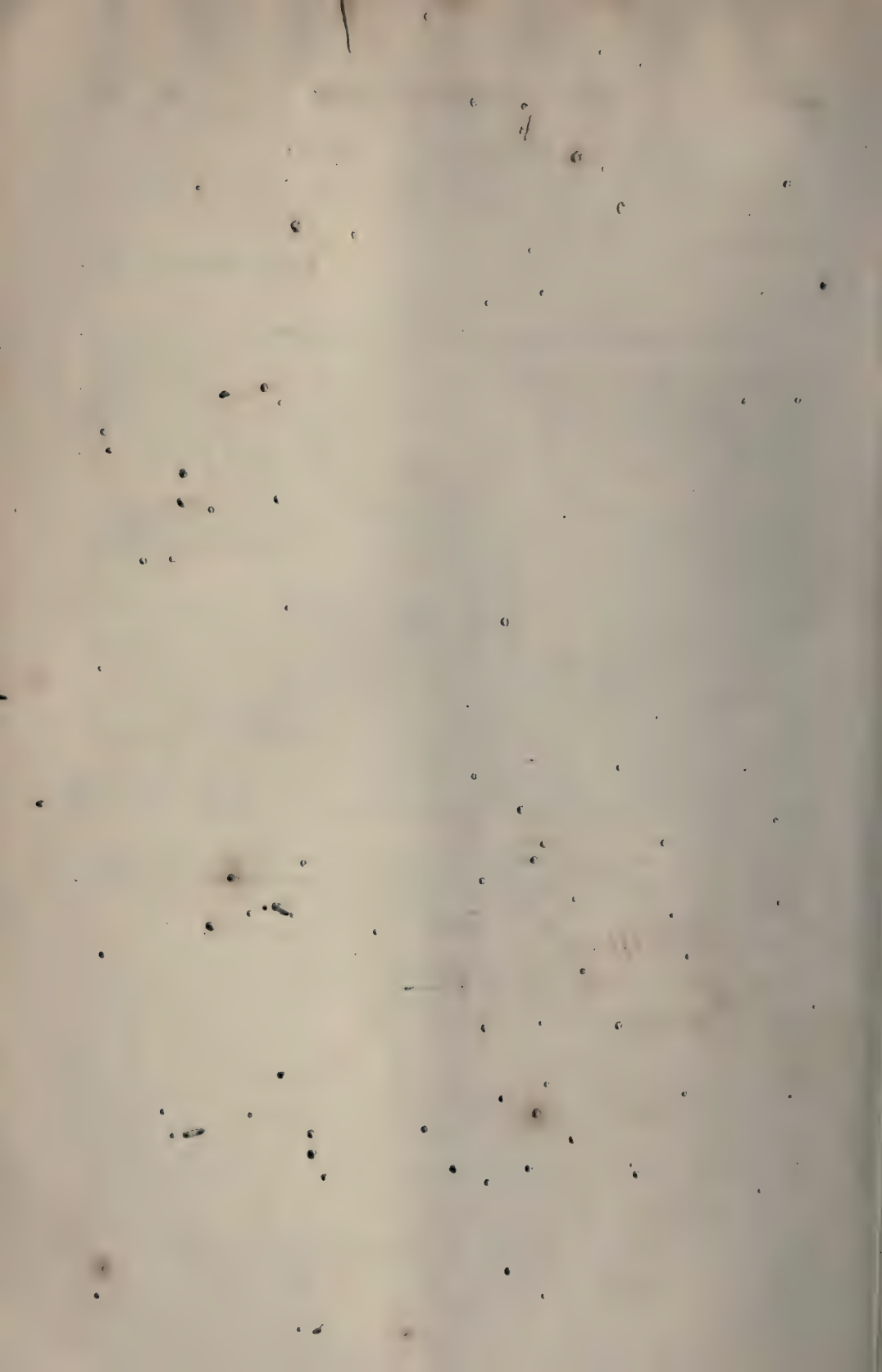
3. It has now been ruled by the Government of India that no local cesses shall be levied on the proceeds of lands included in reserved State forests.

In future, therefore, while the exemption as regards Government lands administered in the Revenue Department, which are in the actual possession of Government Officers or used *bonâ-fide* for Government purposes, will continue in force, no local cesses can be demanded on account of lands reserved and placed under control of the Forest Department, whether held under direct management by that Department, or leased to private individuals or contractors.

4. These orders are not to have retrospective effect, and no collections of local cesses hitherto made on account of lands under the management of the Forest Department will be refunded.

5. The only Government lands on account of which a demand for local cesses can be made in future, are therefore, those which are under the control of District Officers, which are leased to private individuals or contractors.

Book Circulars 13 of 1870 and 6 of 1872 are hereby superseded.



CIRCULAR No. 38 OF 1874.

(No. 6618.)

Dated 28th September 1874.

To

COMMISSIONERS DEHLI, HISSAR, RAWALPINDI, PESHAWAR,
AND SETTLEMENT COMMISSIONER.

The correspondence marginally noted,* regarding the distribution of Land

Distribution of Land Revenue.

* Government of India, R. A. C. Department, No. 803 dated 29th September 1873, paras. 1—5, inclusive.

Secretary to Financial Commissioner's No. 49 M. dated 15th July 1874.

Panjab Government No. 1218 dated 23rd July 1874.

Revenue in all existing and future Settlements into sub-heads, showing the proportion of the assessment due respectively to the unirrigated and irrigated aspect of the land, is forwarded with a

request that this distribution may be effected in all such Settlements, and the result shown in a tabular form.

2. The object of these orders is to obtain, at the time when a Settlement is made, the annual value of irrigation, for which owner's rate is not charged, in land irrigated from canals and tanks.

3. In the case of the Inundation Canals of the Montgomery District, the lands irrigated are assessed annually, and so the revenue is classified as fluctuating. In other places the revenue will be assessed at Settlement, and will be fixed in these cases also. The Financial Commissioner wishes for a return of the amount of the fixed assessment which may be considered due to irrigation; this will appear under the third heading, and the term "fluctuating" used in the case of the Inundation Canals of Montgomery may be disregarded.

4. The estimate is required for statistical purposes, and not for accounts. It is important to know what the annual value of the irrigation in any tract is, in order that the probable value of new works of irrigation in the neighbourhood may be estimated, or the propriety of making an outlay upon improvements in existing means of irrigation may be considered.

5. In reporting on this subject it will be convenient if the amount ordinarily assessable upon a well in each assessment circle is stated, together with the area ordinarily irrigated from a well in one year and the rate per acre due to irrigation in lands watered by canals.

Extract paras. 1 to 5 of a letter No. 803 dated 29th September 1873, from Secretary to Government of India, Revenue, Agriculture, and Commerce Department, to Secretary to Government Panjab.

I am directed to acknowledge receipt of your letter No. 341 dated 8th March, forwarding correspondence on the subject of the system of assessment to be followed in the tract irrigated by Inundation Canals in the Montgomery District.

2. His Excellency the Governor-General in Council has had the advantage of considering these papers in communication with Mr. Egerton, Financial Commissioner of the Panjab, and has given his best attention to the important points involved in the correspondence.

3. In regard to the question of crediting the assessment derived from land irrigated by canals to the Irrigation Department, the Governor-General in Council is of opinion that to allow this would cause grave inconvenience. His Excellency considers that the object in view will be fully attained by having three sub-heads under the general head of Land Revenue. Under the first of these sub-heads will be shown the fixed *barani* assessment, or the rate which would be leviable on unirrigated land; under the second the fixed assessment on lands irrigated by wells; while under the third sub-head will be shown the fluctuating revenue derived from lands irrigated by canals. This last will be the amount which the Irrigation Department will be entitled to show in their administrative Departmental accounts as the financial result of the canals under their charge.

4. This division of the Land Revenue being clearly established, it follows that the *jagirdars* should be held entitled to receive the whole revenue under the first two sub-heads, together with half of that under the third; this proportion, representing all that they could have claimed if the land had been assessed at irrigated rates, while the other half, which represents approximately what would elsewhere be separately charged water-rate, must be credited to Government.

5. These orders, I am to observe, refer only to the district under consideration, and are not to be held to apply, without specific instructions to that effect, to other districts.

Copy of a letter No. 49 M dated 15th July 1874, from Offg. Secretary to Financial Commissioner, Panjáb, to Secretary to Government Panjáb.

With reference to the orders contained in Government of India letter No. 803 dated 29th September 1873, Agriculture, Revenue, and Commerce Department, forwarded with your letter No. 1491 dated 10th October 1873, directing that in the case of the lands irrigated from canals in Dipálpúr, Pákpattan, and parganahs of the Montgomery District the Land Revenue shall be divided into three sub-heads, showing—

1. The *bárání* assessment, or the rate which would be leviable on unirrigated land.
2. The fixed assessment on land irrigated by wells.
3. The fluctuating revenue derived from lands irrigated by canals.

2. The Financial Commissioner wishes to enquire with respect to other cases where lands are supplied with water from works of irrigation maintained by the people themselves (as in Bannú, Pesháwar, and Defah Ismail Khán), or by the Canal Department (as in the case of the tanks and bands of Gurgáo and Rohtak), to which the rules for canal water-rates may not be applicable, and no owners' rates leviable, whether the Settlement Officer should be directed to estimate the amount of Land Revenue, fixed or fluctuating, which may be properly credited to the irrigation works.

3. It appears to Mr. Egerton that, for statistical purposes, it is desirable that some trustworthy estimate of the amount of Land Revenue which is due to such works should be framed, and that the principle laid down in the orders above quoted may with advantage be made generally applicable to all works of irrigation, other than wells, to which the rule for canal irrigation rates do not apply.

Copy of a letter No. 1218 dated 23rd July 1874, from Officiating Under-Secretary to Government Panjáb, to Offg. Secretary to Financial Commissioner, Panjáb.

In reply to your letter No. 49 M. of the 15th July, I am desired to state that the Hon'ble the Lieutenant Governor concurs with the Financial Commissioner in the opinion expressed in your 2nd para., and sanctions the adoption of the measure proposed for obtaining an estimate of the Land Revenue due to the works of irrigation mentioned.

BOOK CIRCULAR No. 17 of 1874.

CIRCULAR No. 39 of 1874.

(No. 6681).

Dated 28th September 1874.

To

ALL COMMISSIONERS, DEPUTY COMMISSIONERS, SETTLEMENT COMMISSIONERS, AND SETTLEMENT OFFICERS, PANJAB.

In Districts where Settlements are in progress, questions have from time to time arisen, with respect to certain administrative operations, whether they should be performed by District or Settlement Officers.

2. These operations consist of—

- A. The appointment, duties, payment, and removal of village headmen, Patwaris, and Qanungos.
- B. Minor Settlements, *e. g.*, Settlements of lapsed Revenue-free holdings, alluvial lands, Government waste.
- C. Mutations, Partitions (complete and incomplete).
- D. Distribution of the Government demand previous to collection (the "*bách*").
- E. Preparation of schedules of land required for public purposes under the Land Acquisition Act (X of 1870).
- F. Preparation of miscellaneous returns.

3. A. The control of the Settlement Officer, as regards village headmen, Patwaris, and Qanungos, is secured by the Rules under the Panjab Land Revenue Act (A I 3, 8, 12, 17, 18, II, 14, III, 7).

4. B. Minor Settlements under Section 41 of the Act are to be made by the Settlement Officer, and not by the Deputy Commissioner in districts where a Settlement is in progress (Rule D, IV, 41). The prescribed Statements should be

furnished by the Settlement Officer to the Deputy Commissioner, that the District records may be complete.

5. C. As regards mutations, the rules under the Act do not prescribe by whom they are to be effected during currency of Settlement operations. Moreover, these rules which are framed under Sections 39 and 40 of the Act, apply to the interval from the time when a record of rights has been handed over to the Deputy Commissioner until the District is again placed under Settlement; and the rules are therefore not legally binding during the progress of Settlement operations. It is, however, certain that the Settlement Officer, after publication of a notification of Settlement (Section 11), has power to hold all proceedings necessary to the formation of a record of rights, as described in Section 14; and the mutation of names in proprietary or cultivating tenures is a proceeding of this nature. It must therefore be understood that Settlement Officers may, during the progress of Settlement operations, perform all the functions ordinarily exercised by Deputy Commissioners in regard to mutations, which are described in Rules E, I; and except in regard to those provisions therein contained, which are manifestly inapplicable to the period of Settlement operations, or which have been superseded by other definite instructions, these rules are to be observed by Settlement Officers.

The rules for complete partition, E, III, are specially framed with reference to Settlement operations, and the case in which District Officers may hold proceedings under them is treated as exceptional (Rule 28). No question therefore can arise as to the powers of Settlement Officers on this subject.

With regard to incomplete partition, the case is different. There is no provision in the Rules (E, II) for proceedings being held by Settlement Officers, nor can the operation of incomplete partition be said to be one which is necessary for the accurate formation of a record of rights. The Financial Commissioner contemplates recommending an addition to the rules empowering Settlement Officers to hold proceedings under this Chapter; meanwhile such proceedings must under the rules be held in all cases by the District authorities.

6. D. The preparation of the "bách," or distribution of the Government demand among the co-parceners, has hitherto been performed by the Patwáris under orders of the Deputy Commissioner, and where Settlements are in progress, they have been made over to the Deputy Commissioner for this purpose. This procedure causes considerable delay and inconvenience, and the progress of a Settlement would be much less delayed if the papers were prepared under orders of the Settlement Officer without transfer and retransfer of the Patwáris.

7. The same remark applies to the duties falling under headings E and F.

These are all administrative operations, for which no express procedure is prescribed by law, and no exception can be taken to their being performed by the agency of the Settlement Officers, who would in each case forward the papers, when complete, to the Deputy Commissioner.

8. In regard, however to the three last headings D, E, and F, the Financial Commissioner is unwilling to issue definite instructions until he has ascertained whether any serious objection is held to exist against their being performed by the agency of Settlement Officers, either on the part of the District or Settlement authorities. In some Districts the arrangement has been made with good results; but although there is a probability of the system working well in all Districts under Settlement, the Financial Commissioner wishes to give an opportunity, both to District and Settlement Officers, of expressing an opinion on the subject. The opinions should be submitted within three months from this date through Commissioners, whose opinion is similarly invited. At the expiration of that period, definite orders will be issued.

BOOK CIRCULAR No. 18 OF 1874.

CIRCULAR No. 40 OF 1874.

(No. 6682.)

Dated 28th September 1874.

TO

ALL COMMISSIONERS, DEPUTY COMMISSIONERS, SETTLEMENT COMMISSIONER, AND SETTLEMENT OFFICERS, PANJAB.

Some difficulty has been experienced as to the best mode of securing the attendance of proprietors and cultivators of land before the subordinate officers employed in Settlement operations, for the purpose of obtaining their attestation to measurements, and other processes. There is no difficulty in the case of Lambardars, as Rule 17 of the Rules issued under Act XXXIII of 1871, regarding Lambardars, provides for their attendance.

2. The following opinion of the Government Advocate on the subject, in which the Financial Commissioner concurs, is circulated for the information and guidance of all officers concerned.

Extract from opinion of the Government Advocate, Panjab, on the subject of powers of Settlement Officers, dated 3rd April 1874.

"As to Zamindars, the difficulty suggested is that Section 24 only empowers Settlement Officers to compel attendance before themselves, and not before their subordinates.

39. It seems to me, however, clear that, taking Sections 24 and 23 together, all Settlement Officers can compel the attendance of all persons whose attendance is requisite before subordinate officials as well as before themselves.

40. Who then are "Settlement Officers"? I understand that term to include all of the officers by whom a Settlement is to be made, that the Local Government has thought fit to mention in the Settlement notification under Section 11. The term as there used is clearly meant to include officers subordinate to the officer in charge of the Settlement. It may therefore include all such officers, at least down to the grade of Superintendent, the test in each instance being whether a given officer has been mentioned in the notification of Settlement. (It does not, I think, include officers whose functions are purely ministerial, such as Patwaris, &c., or Peons. These are rather servants than officers). Successors and representatives of such an officer under Section 13 are, of course, in the same position as the original officer.

41. It is competent then, in my opinion, to every Settlement Officer who has been mentioned in the notification of Settlement, and his successor or representative, when a local investigation seems to him necessary for the purpose of taking or attesting measurements, to issue a commission to a Patwari or Amin under section 180 of Act VIII of 1859. The Patwari or Amin will then have the powers of a Commissioner under Section 180, that is to say, among others, the power to require to attend before him persons whose evidence he considers necessary to the matter in hand. Persons not attending upon such requisition are liable to the like penalties by the order of the Settlement Officer issuing the commission upon report by the Commissioner, as persons would be who fail to comply with a summons issued to them by the Settlement Officer to attend and give evidence, or produce a document before himself (Sections 180 and 168 of Act VIII of 1859).

42. For the purpose of subjecting recusant persons to penalties for their recusancy, a requisition is equivalent to a summons.

43. As to the form of the requisition, it need not be in writing, but it obviously is expedient that it should be; a separate requisition need not be issued to each person, one requisition might be addressed to all the persons whose attendance is required at one time and place, specifying that time and place and the persons before whom they are to attend.

44. Service could be made by exhibiting the original notice and communicating its contents.

45. It is advisable that the person serving the requisition should take some acknowledgment of service, and should record the time and place of service on each person named, so that evidence might be forthcoming if an enquiry had to be held into the causes of non-attendance.

46. Service might be effected either through Lambardars or through Peons specially retained, but, as to costs of service, there is no legal authority for making any charge.

47. In regard to the phrase in Section 24, "all matters into which Settlement Officers are empowered to enquire under the notification mentioned in Section 11," I think this clearly refers to clause 3 and clause 4 of that Section, as Section 11 does not appear to contemplate a detailed statement of the matters into which Settlement Officers shall enquire.

48. What these matters are must depend in each case upon the kind of Settlement to be made, that being ascertained by reference to the notification of Settlement. I think there can be no doubt that Settlement Officers, as it is their duty to make a Settlement of that kind, have power to enquire into all matters necessary to be ascertained for the purpose of making it, and therefore have power under Section 24 to compel attendance of all persons likely to throw light on any such matter.

MEMO. No. 6830.

Dated 1st October 1874.

To
COMMISSIONERS DEHLI, HISSAR, AMBALAH, AMRITSAR,
MULTAN, AND DERAJAT DIVISIONS.

The experiments made last year for testing the value of Poudrette as a Poudrette, Experiments manure have been reported to Government, and the for testing the value of— Financial Commissioner has been instructed to select districts for future experiments with reference to the opportunities possessed by Local Officers for conducting them with care. It has also been suggested by Government that the experiments should be made on canal-irrigated lands if possible.

The districts marginally noted have accordingly been selected for experiments during the current year, and I am to request the attention of the Deputy Commissioners of these districts to the following remarks by the Financial Commissioner

Dehli.
Karnal.
Hissar.
Ambalah.
Ludianah.
Amritsar.
Multan.
Derah Ismail Khan.

2. It is of the greatest importance to restore to the lands the substances which support vegetable life, and constitute its productive power, when they become exhausted by means of heavy cropping and canal irrigation. When this can be done by means of a substance which is otherwise wasted, the benefit is an unmixed one.

3. The successful use of Poudrette is therefore a subject, the determination of which will be of the greatest value; and the experiment should be prosecuted with patience. The result of the use of the manure is not in any degree doubtful; if the prejudice against it can be overcome, its effects are sure to be appreciated.

4. The Financial Commissioner therefore hopes that the subject will receive the careful attention of the officers above mentioned during the current year. A report should be made on the experiments in due course.

CIRCULAR No. 41 OF 1874.

(No. 7029).

Dated the 9th October 1874.

To
ALL COMMISSIONERS AND SUPERINTENDENTS, PANJAB.

Rules under Section 48 of Panjáb Laws Act. Information regarding—called for.

The Financial Commissioner has been called upon by Government to submit any rules at present in use relating to the subjects mentioned in Section 48 of the Panjáb Laws Act.

2. The rules which were in force on the 1st June 1872 have the force of law under Section 50 of the Act.

3. The subjects included in the description given in Section 48 of the Act are the following :—

- | | | |
|------|--|--------------------|
| (1). | Grazing dues | { By remuneration. |
| | | { By leases. |
| (2). | Wood from rakhs and forests not under the Forest Department. | |
| (3). | Saltpetre. | |
| (4). | Sajji. | |
| (5). | Alum. | |
| (6). | Dyes. | |

4. The Financial Commissioner requests that you will submit a report specifying all the rules on the above subjects now in force in the Districts of your Division, distinguishing between those which were in force on the 1st June 1872 and those subsequently introduced, and giving in each case the authority on which they rest. In the case of rules which were in force on 1st June 1872, it should be stated whether any modifications have been made in them subsequent to that date; and the authority for the modifications should be given. Where complete copies of the rules have been submitted to this office, it will be sufficient if reference is made to the letter with which they were forwarded; in other cases copies of the rules should be forwarded with your report.

5. If the right to use or collect any of the products above mentioned is leased for a period, the conditions of the case should be stated.

BOOK CIRCULAR 19 of 1874.

CIRCULAR No. 42 of 1874.

(No. 7052.)

Dated 9th October 1874.

To

ALL COMMISSIONERS, DEPUTY COMMISSIONERS, SETTLEMENT COMMISSIONER, AND SETTLEMENT OFFICERS.

A question having arisen in Districts where the appointment of Chief Lambardárs has been sanctioned by Government, whether such appointments should be made, and the extra allowance awarded in the case of villages represented by a single Lambardár, the Financial Commissioner directs that no exception shall be made in such villages, but that in every case where authority for making the appointments has been given and a scale of remuneration fixed, a Lambardár, who is the sole representative of his village, shall receive the position and emoluments of Chief Lambardár.

2. This Circular is to be taken in connection with No. 8 of the Rules A I under the Panjáb Land Revenue Act.

GENERAL LETTER No. 7243.

Dated 17th October 1874.

To

ALL COMMISSIONERS OF DIVISIONS, AND SETTLEMENT COMMISSIONER.

The establishment of District Schools for the instruction of Patwáris and candidates for the office of Patwáris having been authorized, as was intimated in Circular Memo. No. 5769 dated 21st August last, the accompanying draft of rules, defining the subjects to be taught, and the mode of admitting and examining students in such schools, is circulated, with a view to obtaining the opinion of Commissioners, Deputy Commissioners, and Settlement Officers regarding the proposed rules. The opinion of Native officials of experience in the management of Patwáris should also be procured.

Rules for the instruction and examination of Patwáris and candidates for the office of Patwári.

I. Every village Patwari already holding office, or to be hereafter appointed, shall pass an examination in the following subjects :—

1st.—Writing from dictation, in the Persian character, a passage of not less than 200 words, taken from one of the papers forming part of a Settlement record.

2nd.—Arithmetic, including enumeration, addition, subtraction, and multiplication simple and compound, vulgar fractions, decimals, and simple interest,—also accounts.

3rd.—Mensuration and surveying with the plane table.

4th.—The practical preparation of the prescribed village papers.

5th.—All rules and orders of Government referring to the duties of Patwárís.

Provided that in the cases of men appointed to the office of Patwari previous to the issue of these rules, writing in the Persian character may be dispensed with, and writing in the Hindí character substituted for it.

II.—Examinations of Patwáris and candidates shall be held in each district half-yearly on dates to be fixed by the Deputy Commissioner.

III.—The Examiners shall be appointed for each occasion by the Deputy Commissioner. Either the Deputy Commissioner or one of his Assistants shall superintend the examination, and shall report the results of the examination to the Commissioner of the Division, and shall, in concert with the Examiners, decide whether the several persons examined shall be held to have passed or not.

IV.—A register shall be kept up in the District Office of the names of all passed Patwáris and candidates for the office of Patwári.

V.—All persons at present holding the office of Patwári, who fail to pass at the first examination, at which they are ordered by the Deputy Commissioner to attend, shall undergo a course of instruction in the subjects laid down in Rule I at the District School established for that purpose, and shall attend, and be examined, at every half-yearly examination, which is held during the time that they are undergoing such course of instruction.

VI.—The period allowed to each individual for such course of instruction shall not exceed one year, after which, should he fail to pass at the next ensuing half-yearly examination, he shall be dismissed from the office of Patwárf.

VII.—The Deputy Commissioner should arrange to send the Patwáris of his district for instruction at the school, in batches as they can be best spared from their current duties ; but it should be continued so that every Patwári at present holding office in the district should be afforded the opportunity of passing the examination, and, if necessary, of attending the school for the period allowed by Rule VI, within two years from the date of the promulgation of these rules, or of the establishment of the District School.

VIII.—No person shall after the _____ of _____ 1875, *i. e.*, one year after issue of rules, be appointed to the office of Patwárá until he shall have passed the examination prescribed by these rules. All persons who shall be appointed to such office between the date of the promulgation of these rules and the _____ of _____ 1875, shall be required to pass the examination within one year of their appointment, and, failing to do so, shall be liable to dismissal from the office:

IX.—No person shall after the _____ of _____ 1875 be permitted to attend the Patwari's school until he shall furnish a certificate of having passed the lower examination prescribed for the Government Schools of the province. *The subjects of this examination are given in Appendix A.* Any person who presents to the Deputy Commissioner a certificate of his having passed such examination, and who appears to the Deputy Commissioner to be otherwise qualified for the office of a Patwari, shall be allowed to attend and undergo a course of study in the subjects detailed in Rule I at the District School established for the purpose. Such person shall attend and be examined at each half-yearly examination, which takes place during the period of his attendance at the school. He shall not be allowed to remain at the school more than two years, but he may, at any future time, with the permission of the Deputy Commissioner, present himself for examination at the half-yearly examination.

X. The sons and probable successors of Patwaris shall, subject to the provisions of the preceding rule, be allowed to attend the school free of charge; other persons, whom the Deputy Commissioner may think fit to allow to attend, may be required to pay a small monthly fee, the amount of which shall be fixed by the Deputy Commissioner, with the sanction of the Commissioner of the Division.

XI. The appointment of the teacher and the framing of regulations for the management of the school, in matters not provided for in these rules, shall rest with the Deputy Commissioner.

APPENDIX A.

Subjects for the Lower School Examination.

1. Reading with facility, and explaining a passage from the easier parts of the *Rasûm-i-hind*, or any work of equal difficulty not in the scheme of studies for Government Schools, and answering grammatical questions (on accidence) arising out of the passage.
2. Reading and explaining any of the class books studied during the preceding year.
3. Writing from dictation, in a clear and legible hand, with not more than four serious mistakes, ten lines from the easier parts of the *Rasûm-i-hind*, or any work of equal difficulty not in the scheme of studies.
4. Arithmetic to compound division (money).
5. General knowledge of the maps of the Panjab and of India.

CIRCULAR No. 43 of 1874.

(No. 7413).

Dated 26th October 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

In accordance with Panjab Government Notification No. 1574 dated 6th current, it is requested that the following addition may be made to Rule 41 of the Rules under the Pension Act XXIII of 1871, appended to this Office Circular No. X dated 22nd April 1873:—

After the words "orders of Government," insert the words "unless a different rule of succession has been prescribed in the grant."

CIRCULAR No. 44.

(No. 7636).

Dated 6th November 1874.

To

ALL COMMISSIONERS AND SUPERINTENDENTS, PANJAB.

In continuation of Circular No. 25 dated 1st July 1874, and with reference to Government of India Notification in the Financial Department No. 6076 dated 8th October, 1874, requests that all reports of transfers of Tahsildárs from one District to another, may be accompanied with certificates prescribed in the Notification, which will be forwarded from this office to the Accountant General.

NOTIFICATION.—LEAVE AND ALLOWANCES.

Dated the 8th October 1874.

No. 6076.—In supersession of the Notification of the Government of India in this Department No. 3564, dated the 11th December 1873, the Governor-General in Council is pleased to rule that when a public officer is transferred without promotion from one substantive appointment to another at a different station, a copy of the order transferring him shall be sent to the Accountant General of the Province where he is serving, with an endorsement stating either that the transfer has been ordered on public grounds, and not at the request of the officer, or that the transfer had been made at the officer's request.

CIRCULAR No. 45 OF 1874.

(No. 7655).

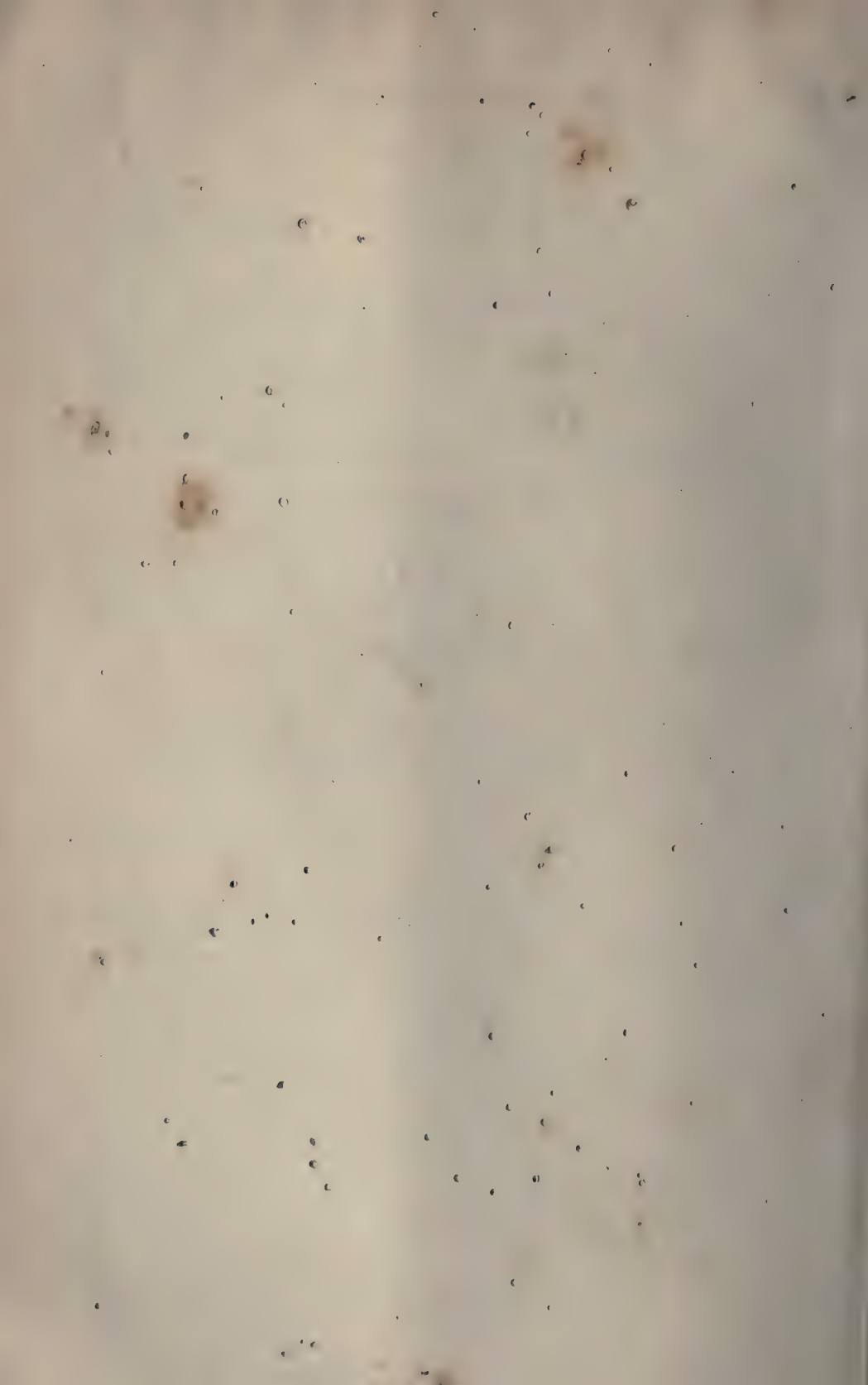
Dated 6th November 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

Requests that all reports of Cattle Disease made by Deputy Commissioners in accordance with the provisions of Circulars Nos. 9 of 1858 and 44 of 1871 may be forwarded for the perusal of the Financial Commissioner.

2. The reports should in all cases state the nature and symptoms of the disease, the measures taken for checking it, and the extent to which it has prevailed.



BOOK CIRCULAR No. 20 of 1874.

CIRCULAR No. 45 of 1874.

(No. 7956.)

Dated 19th November 1874.

To

ALL COMMISSIONERS, DEPUTY COMMISSIONERS AND
SETTLEMENT OFFICERS, PUNJAB.

The accompanying Notification, with a revised set of Rules for the conduct of suits to which Government is a party, is circulated for information and guidance; in supersession of all former orders on the subject. Copies of the Notification have been supplied to all Departments.

The Circulars, of which a list is appended, are hereby superseded.

List of the Circulars superseded.

Circular 15	of	1868.
Circular 15	"	1869.
Book Circular X	"	1869.
Circular 108	"	1869.
Book Circular X	"	1871.
Book Circular XVIII	"	1871.
Circular 16	"	1872.
Circular 24	"	1873.

REVENUE DEPARTMENT.

NOTIFICATION.

The 19th November 1874.

No. 7957.—The following revised edition of the Rules for the conduct of Government suits is published, with the sanction of Government, for general information, in supersession of Notification No. 412, of the 22nd January 1868.

2. The only alterations are in Rules VIII and IX. Orders which have been circulated subsequent to the issue of the above-quoted notification are also embodied. The forms are the same as before.

3. The following instructions also are issued with regard to the mode in which officers of Government are to communicate with the Government Advocate in matters not provided for by the rules affecting magisterial officers prescribed by Government.

4. It has been directed by Government that references on legal points are to be submitted to the Government Advocate by or through the following officers only:—

The Financial Commissioner.	Under-Secretary, Irrigation Dept.
The Secy. to Government, Civil Dept.	Inspector-General of Police.
Ditto Ditto, P. W. Dept.	Director of Public Instruction.
Ditto Ditto, Military Dept.	Inspector-General of Prisons.
Under-Secretary, Railway Department.	And all Heads of Departments.

Legal questions other than those which arise in suits to which Government is a party shall not be referred by judicial officers to the Government Advocate.

5. In special cases other officers are authorized to communicate direct with the Government Advocate, but this must only be done on one of the following grounds:—

1st.—Where the matter is urgent and communication through the usual channels would lead to delay and inconvenience.

2nd.—Where the matter is connected with any suit in which the Government Advocate is already engaged, and has commenced proceedings or received instructions.

6. As a rule, all legal questions of any difficulty or importance which Commissioners and Deputy Commissioners may have to refer, should, as at present, be submitted to this office, and the opinion of the Government Advocate will be obtained in direct communication with him.

RULES FOR THE CONDUCT OF SUITS IN THE PANJAB TO WHICH GOVERNMENT IS A PARTY.

I. The Financial Commissioner has general charge of all cases to which the Government is a party, or which are brought or defended by public officers at the public expense, in all civil courts in the Panjab. He is entitled to call for explanations, reports, &c., from all officers of Government in connection with Government suits. He exercises generally the powers exercised in other provinces by the Board of Revenue and the Legal Remembrancer.

II. When a suit is brought against Government or a public officer for official acts, or when it is proposed that a suit shall be brought by, or on behalf of, Government, the officer immediately concerned will furnish a report stating fully the facts of the case, and, as far as his knowledge will enable him to do so, the law applicable to it. In this report he should meet, as far as he is able, the arguments likely to be adopted by the opposite party.

III. When the subject of the suit is connected with district administration, and belongs to no other special department, this report will be furnished by the Deputy Commissioner to the Financial Commissioner direct. When other departments are concerned, the report will be furnished by the local executive officer to his immediate superior, and the head of the department will refer it to the Financial Commissioner, who will issue the requisite instructions. Thus, a claim for land would be forwarded by the Deputy Commissioner to the Financial Commissioner; a claim for forest timber would be forwarded by the Assistant or Deputy Conservator of Forests and Conservator to Financial Commissioner; a claim connected with canals would be forwarded by Canal Officer to Chief Engineer, Irrigation Branch; local fund cases would be forwarded by Deputy Commissioner to Financial Commissioner; treasury cases by Deputy Commissioner to Financial Commissioner; police cases by District Superintendent, Deputy Inspector-General, to Inspector-General; and similarly with the various departments of Government.

IV. In each case the departmental authorities will be responsible for a full and correct representation of the facts of the case. All controlling authorities through whose hands the papers pass will be expected to give them due attention, and not forward them to Financial Commissioner without a full and clear expression of their opinion, and the arguments on which that opinion is based.

SUITS BY GOVERNMENT.

V. When it shall appear to the Deputy Commissioner or other local authority concerned that a suit should be brought by Government or by a public officer at Government expense against any person, he will prepare a report as prescribed above, and submit it in the case of Deputy Commissioners direct, and in the case of other officers through their departmental superiors, for the orders of the Financial Commissioner. No suit can be brought without such sanction. The report must be accompanied by a draft plaint, or a statement of the points that should be entered in the plaint, together with the originals or copies of any documents on which the claim may be based, or which may serve to elucidate the case. The report should also suggest the person who might suitably be appointed to conduct the suit on behalf of Government, and where persons other than Government servants are employed, the amount of remuneration should also be suggested.

VI. The Financial Commissioner will convey instructions through the department concerned. In such cases as he may think proper, the Financial Commissioner

will direct that intermediate reports of the progress of the suit be submitted to him, together with copies of any documents he may call for,—in unimportant cases this will not be necessary, and a report of the final result submitted through the usual channels will be sufficient.

VII. In all cases where the officer conducting the suit on behalf of Government is in doubt on any point, he should, if the matter is urgent, refer direct to Financial Commissioner or to the Government Advocate for instructions, moving the court for a postponement of the case for that purpose.

SUITS AGAINST GOVERNMENT.

VIII. When in any civil court a suit is lodged against a public officer on account of official acts, and the summons has been served under Section 68 of Act VIII of 1859 on the Deputy Commissioner or other executive officer named as defendant, he should transmit through the proper official channel (Rule III) a copy of the plaint, and, if in vernacular, a translation of the same on half margin, with a clear and full report, as prescribed in Rule II, of the circumstances of the case. If the suit be one which he considers should be defended at the public expense, he should submit also a draft answer to the plaint and originals or copies of any documents relied on as evidence, or that may seem to elucidate the case. The draft answer or written statement here prescribed should be of the character contemplated in Sections 120 to 123 of the Civil Procedure Code (Act VIII of 1859). He should also, as in cases prescribed for in Rule V, suggest the name of the pleader or other officer who might in his opinion be suitably appointed to conduct the case. On receipt of the report and its accompaniments, the Financial Commissioner will issue the necessary instructions. In cases where the suit is against a public officer for acts for which he is in law personally answerable, it will rest with the Local Government to determine, according to the circumstances of each case, whether the suit shall be defended at the public expense. Accordingly, the officers through whom the report is transmitted should be careful to state their opinions on this point.

IX. Rules VI and VII are equally applicable to this section. Sections 67 to 72 of Act VIII of 1859 must be read in connection with this section on the understanding that in suits where the Government or the Secretary of State for India in Council is named as defendant, the summons should be served on the Deputy Commissioner of the district in which the suit is instituted, who will transmit it to the Government Advocate. The Deputy Commissioner will also prepare and forward to the Government Advocate at the same time a copy of the plaint, accompanied, if in vernacular, by a translation. This will enable the Financial Commissioner and the Government Advocate to take action at once, if necessary, before the official report is sent up by the department concerned.

X. On receipt of the summons from the Civil Court, the officer on whom the summons is served, or the officer appointed to act for Government shall, with as little delay as possible, apply under Section 67 or 69, Civil Procedure Code, to the court in which the case is pending, for a reasonable adjournment, if the time fixed in the summons is insufficient to enable him to communicate with Government, and if on the date fixed for Government, to answer to the plaint, or on the adjourned date, the instructions of Government have not been received, the officer above mentioned shall apply to the court under Section 67 or 69 for further adjournment.

APPEALS BY GOVERNMENT.

XI. When a case shall have been decided in any civil court against Government or a public officer as aforesaid, and the officer who conducted it shall be of opinion that an appeal should be preferred, he will prepare a report on the subject, showing the grounds on which an appeal is considered necessary, together with copy in English of the judgment passed, and a draft memorandum of appeal in English on half margin. When the officer who conducted the suit did so on behalf of some other officer or department, he will prepare these papers in communication with

that officer or department. These will be forwarded through the usual channels (Rule III) to Financial Commissioner, who will decide whether an appeal is to be preferred or not. The departmental authorities are responsible that these papers are submitted to Financial Commissioner in ample time to allow of an appeal being lodged within the prescribed limit. The same officer who conducted the original suit will, as a rule, conduct the appeal.

XII. Rules VI and VII are equally applicable to this section.

APPEALS BY OPPOSITE PARTY.

XIII. When an appeal is preferred against an order in favor of Government, and the usual notice has been issued by the appellate court to the officer who conducted the original suit on behalf of Government, or to the officer immediately concerned, he will submit a report in the same way and through the same channels (Rule III) as in the original suit, with a copy of the judgment, and a copy of the petition of appeal, and a draft of the reply he proposes to submit to the appellate court. The Financial Commissioner on receipt of the papers will issue instructions.

XIV. Rules VI and VII are equally applicable to this section.

COPY OF FINAL JUDGMENT.

XV. At the termination of every original suit or appeal to which Government is a party, a copy of the final judgment of the court shall be procured and transmitted without delay by the officer who has conducted the case on behalf of Government, accompanied by such remarks as he may consider necessary, direct to the office of the Government Advocate.

ACCOUNTS.

XVI. When sanction has been given to institute a suit on behalf of Government, the Deputy Commissioner will provide the necessary funds for stamps and other expenses in the same way as he provides for his ordinary contingencies, provided the amount does not exceed 500 rupees for the whole costs of an original suit. Where the expense is likely, on the whole, to be above 500 rupees, this should be stated in the first report of the case that is sent up, and sanction to the expenditure will be conveyed by Financial Commissioner at the same time that sanction is given to institute the suit.

XVII. Further items that may arise will be dealt with in the same way. All expenditure in excess of Rs. 500 in one suit will be referred to Financial Commissioner for sanction.

XVIII. All such items, whether sanctioned separately or included in contingent bills, will be denoted as on account of "Law Charges" of the department concerned.

XIX. All recoveries made by realization of costs except pleaders' fees, which are under separate rules, will be credited distinctly as "Law Charges" recovered subordinate to the head XVIII "Miscellaneous." Recoveries of the principal sums sued for will be credited to their appropriate heads, that is to the department concerned, except any interest that may be decreed in favor of Government; this will be shown under the head "Miscellaneous" subordinate to XVII "Interest."

XX. In urgent cases where money may have been advanced from other sources the earliest opportunity should be taken for adjusting them in the manner here indicated.

XXI. When it is necessary to employ pleaders and other agents not connected with Government, special arrangements must be made in each case under sanction of Financial Commissioner (see also Rule V). When a decree is given against Government, and there is no appeal from the order, or no intention of appealing, application should be made by the officer who conducted the case on behalf of Government to the Financial Commissioner, who is authorized to sanction the disbursement, whether there be budget provision or not. In connection with this Rule see also Section 201 of Act VIII of 1859.

Funds will be supplied and accounts will be kept by the Deputy Commissioner of the district in which the suit is instituted, whatever department be concerned. Where departments other than the Revenue Department are concerned, the Deputy Commissioner will debit the charges and credit the receipts to that department, intimating the same in due course to the officer concerned.

RETURNS.

XXII. The statistics of Government litigation will be compiled in an annual statement in Financial Commissioner's office. The materials for this will be furnished by Deputy Commissioners in annual statements, to be rendered at the same time as the annual revenue reports. Information connected with the suits of other departments will be incorporated in Deputy Commissioner's statements, and the officer concerned will furnish them to Deputy Commissioners accordingly.

XXIII. The returns rendered by Deputy Commissioners will be the following, forms of which are appended :—

1. Statement of civil suits to which Government was a party, showing names of litigants, cause of action, and result of suit, original and appeal.
2. Detailed statement of outstanding decrees passed in favor of Government during the year, showing realizations and outstandings.
3. Detailed account showing expenditure and receipts in Government suits. Each suit will be shown separately in this statement—and not merely the totals—both as regards receipts and disbursements.

XXIV. Where cases have occurred in connection with the Court of Wards, separate statements in the same form as the above should be rendered for them.

MISCELLANEOUS.

XXV. When a suit, whether original or appeal, is heard in the Chief Court of the Panjab, it will be under the immediate charge of the Financial Commissioner, and the officer appointed to conduct it, who will usually be the Government Advocate, will be in direct communication with Financial Commissioner.

XXVI. No public officer is permitted to grant any copies of correspondence between the various officers of Government on the subject of suits without the previous sanction of the Financial Commissioner.

XXVII. All appeals to the Privy Council in England in cases in which the Court of Wards is concerned, require the sanction of the Financial Commissioner. All other appeals in which the Government is concerned require the sanction of the Local Government, obtained through the Financial Commissioner.

XXVIII. In the case of suits instituted by or against Government in the Settlement Department or on the Revenue side of the Court, the functions assigned in these rules to the Financial Commissioner will devolve on the Secretary to Government, Civil Department, to whom accordingly all references and communications directed in the above rule to be made to the Financial Commissioner should be addressed direct.

XXIX. These rules are applicable to cases connected with the Court of Wards. The procedure will be the same as in other cases.

XXX. Where the Deputy Commissioner is called upon to prepare a report in a case in which he is likely to adjudicate, he is authorized to make over the preparation of the case to a competent assistant. This proviso, however, need not apply to the receipt of summonses and the forwarding of the same to the Government Advocate, which may in all cases be done by the Deputy Commissioner in his revenue capacity.

XXXI. Officers appointed to conduct civil suits on behalf of Government, should inform the court of their being so appointed, and move it to enter a note to that effect upon the register in compliance with Section 70 of Act VIII of 1859, in order that pleaders' fees may be included in the costs, and any sums realized on this account should be remitted to the Lahore treasury.

III.

Statement showing the amount expended in litigation, as contrasted with the sums actually realized by Government under decrees of Court, during 18

Nature of Receipts.	Amount.	Nature of Disbursements.	Amount.
Sums awarded in favor of Government in Regular suits,		Amount including costs awarded against Government in Regular suits,	
Costs awarded in favor of Government whether in actions for, or against Government,		Expended in prosecution of suits in Court,	
Costs in Privy Council appeals realized,		In defence of ditto,	
Costs in Pauper suits realized (exclusive of stamp fees,)		Advanced in Privy Council appeals,	
Costs in all other cases realized,		Ditto in Pauper suits (exclusive of stamp fees,)	
All sums otherwise realized in judicial proceedings,		Miscellaneous disbursements on account of judicial proceedings other than those above adverted to,	
Total, ...		Total, ...	

BOOK CIRCULAR No. 21 OF 1874.

CIRCULAR No. 46 OF 1874.

(No. 8118).

Dated 25th November 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The replies to Circular No. 35 dated 16th September 1874 show that in many districts the instructions conveyed in the letter of the Secretary to Government of India, Revenue, Agriculture, and Commerce, No. 6—150 dated 20th March 1872, appended to this office Book Circular X of 1874, are disregarded.

2. Attention is directed to para. 3 of the above-quoted letter, and it is requested that in future the preparation of the fortnightly Returns of Prices Current may be entrusted to an officer not below the rank of Assistant Commissioner or Extra Assistant Commissioner.

BOOK CIRCULAR No. 22 OF 1874.

CIRCULAR No. 47 OF 1874.

(No. 8119.)

Dated 25th November 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

It has been decided by Government, that an additional allowance shall hereafter be made to Patwáris for their duties in connection with the collection of the Local Rates Cess levied under Act XX of 1871; at the same percentage on collections as that received by them on the Land Revenue.

2. The allowance will be disbursed and accounted for in the same manner as the percentage paid to Lambardárs.

3. Column 3 of the form, prescribed in Circular Memo No. 4254 dated 8th June 1872, should in future be divided into 3 columns showing the deductions on account of—

(1).—Allowance to Lambardárs.

(2).—Allowance to Patwáris.

(3).—Total.

The net demand in the succeeding column will show the amount left after deducting the totals of the two allowances from the gross demand given in column 2.

4. Both percentages will be deducted from the gross receipts, and not levied in addition to the rate.

CIRCULAR No. 48 of 1874.

(No. 8120).

Dated 25th November 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

With reference to this Office Circular No. 10 of 1874, prescribing Quarterly Tariff of values to accompany Trade Returns. Returns of Exports and Imports in connection with the new scheme for the registration of Trade Statistics in the Panjab, it is requested that a copy of all Tariffs of values, prepared in accordance with the instructions contained in Book Circular No. 27 of 1873, may be submitted with the Returns of each quarter, for purposes of verification.

CIRCULAR No. 49 of 1874.

(No. 8121).

Dated 25th November 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

Forwards copies of a printed Selection of Correspondence regarding experiments made with Norton's Tube Wells in the Panjab, and draws attention to the proposal, which has been approved by Government, for procuring one of these wells for each District, where the average depth of water from the surface does not exceed 30 feet, at the expense of the District Fund, for the special purpose of testing the quality of water in localities where it is proposed to sink wells for irrigation or other purposes.

BOOK CIRCULAR No. 23 of 1874.

(No. 8230).

CIRCULAR No. 50 of 1874.

Dated 30th November 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PANJAB.

The Court Fees Act, Section 20, empowers the Chief Court to make rules regulating the fees to be charged for processes of the Civil and Revenue Courts, and Section 23 authorizes Deputy Commissioners to fix the number of peons to be employed, subject to the rules made by the Financial Commissioner and sanctioned by the Local Government and Government of India.

2. Accordingly, the Chief Court issued the rules contained in Government Notification No. 689 dated 23rd May 1873, prescribing the fees and the rates of pay of peons for Revenue Courts, and Notification No. 691 contains the rules purporting to have been made by the Financial Commissioner with the approval of the Local Government and Government of India, prescribing the mode in which the number of peons is to be regulated.

3. Doubts having been expressed as to what Courts are included in the term Revenue Courts in Sections 20 and 22 of the Court Fees Act, the Financial Commissioner finds it necessary to issue the following instructions.

4. The position of Settlement Courts exercising Judicial powers is clear. Such Courts are constituted under Section 21 Act XIX of 1865, and are bound by the rule of Civil Procedure. They are Civil Courts of a temporary character, and for a special purpose, exercising jurisdiction on the Revenue side, and the Process Fees Rules of Civil Courts are in every way applicable to them, except that, being Courts exercising jurisdiction on the Revenue side only, the sanction for a maximum number of process servers must be obtained from the Financial Commissioner, and not from the Chief Court.

5. Maximum scales for all Settlements have been sanctioned from time to time, and these sanctions are hereby confirmed by the Financial Commissioner as regards the number of process servers to be employed, but the rates of pay must be regulated by Section 5 of the Chief Court Rules. They are follows:—

	Rs.
Názir	25 per mensem.
Náib-Názir	15 Do.
Peon, 1st grade	6 Do.
Do. 2nd do.	5 Do.

Wherever the existing establishment is paid at higher rates, the rates must be reduced to the above sums.

6. Settlement Courts must be considered as of four grades in accordance with Rule I of the Chief Court Rules, and process fees must be levied in accordance with Rule 2. As the majority of land suits are under Rs. 300 in value, Settlement Courts will for the most part fall within the fourth grade, the fee for a summons being four anas.

7. It must be clearly understood that the above rules refer to Settlement Courts in their judicial capacity only. But Officers of the Settlement Department have also powers and duties in an administrative capacity, which are now regulated by the Land Revenue Act and the rules issued under it, and by other orders in force. These duties often require them to summon persons (under Section 24 of the Land Revenue Act) "whom they believe to be able to give them information as to the matters to which they are empowered to enquire under the Notification mentioned in Section 11." It is not in every case that a summons under this Section should be charged for. In many cases a person is summoned not to answer to any private claim, but for the general purposes of Settlement work, as when a Lambardár is required to attend during the measurement of the village lands, or a Patwári during the attestation of the record of rights, or the proprietors generally to hear the administration paper read out.

8. Rule H 7, framed under the provisions of Section 65 of the Panjab Land Revenue Act, prescribed that nothing in the rules so framed shall exclude the payment of charges authorized by the Court Fees Act, 1870. Talabanaah should therefore be ordinarily levied in all cases of mutation and partition, and other proceedings under the Act in which enquiry is made in the interests of private parties. The amount of the fee so chargeable will be the lowest amount chargeable under the Court Fees Act, viz, four anas for each process, subject to the rules in force for the joint summons served upon parties residing in one village, or, in the case of a town, in the same Mohalla. The same rule must be held to apply to all other cases in which processes have to be served in Revenue matters.

9. The above remarks apply equally to Revenue proceedings taken by District Officers, and in Districts where a Settlement is in progress by Settlement

Officers, unless, in the latter case, the levy of process fees has been suspended by authority.

10. The agency by which the above-mentioned processes are to be served is that to which allusion is made in Section 23 of the Court Fees Act, regarding the employment of which the Chief Revenue authority is empowered to frame rules. But at the request of the Financial Commissioner, the Chief Court have agreed to the employment of peons entertained for service of processes in Civil Courts in the service of Revenue processes. A proportionate increase in the number of such peons allotted to each District Court has accordingly been made by the Chief Court in consideration of the service of Revenue processes, and the Civil Courts Process Serving Establishment is to be utilized indiscriminately for the service of Civil and Revenue processes.

11. When in any District the service of Revenue processes increases to such an extent as to render the existing establishment inadequate to the performance of these double duties, a representation should be made through Commissioners to the Financial Commissioner, who will, if sufficient cause be shown, address the Chief Court with a view to the establishment being strengthened. But in accordance with the arrangement above described, by which the establishments for Civil and Revenue processes are amalgamated, the power of fixing a maximum of peons for Revenue processes, which, under Notification of the Punjab Government No. 691 dated 23rd May 1873, is vested in Commissioners and Deputy Commissioners, subject to the sanction of the Financial Commissioner, will henceforth be exercised by the Chief Court so long as the arrangement lasts.

12. The levy of fees for collection warrants under Sections 43 and 64 of the Punjab Land Revenue Act rests upon an entirely different basis, and will be regulated according to the provisions of the said Act. The provisions of this Circular do not in any way affect the levy of such charges.

13. The Proceedings in the Revenue and Settlement Departments, in connection with which the summoning of parties is necessary, and on account of which fees at the rate of the lowest fee for a Civil process will be levied, have been divided in the Appendices to this Circular under two headings, viz:—

- I. *Appendix A.*—Proceedings in which the summoning of parties is to be effected by the Civil and Revenue Process Serving Establishment, the fee charged being the lowest chargeable for Civil processes; the rates of pay of process servers being fixed by the Chief Court rules, and the maximum number of peons (1) In cases decided by the District authorities, by the Chief Court; (2) In cases decided by the Settlement authorities, by the Financial Commissioner.
- II. *Appendix B.*—Proceedings in which the service of summons or warrant is to be effected by special Warrant Officers appointed for the purpose, the fees being determined according to law, and the rates of pay when not so determined, according to the instructions of the Financial Commissioner.

There will be no such processes in the Settlement Department, unless Settlement Officers are specially empowered to exercise the functions of Deputy Commissioners in this respect.

Besides the above, there are proceedings in which no fee is to be charged for the summoning of parties.

The service of summons in these cases will be effected—

(1). By the Tahsil Chaprásís, when the proceedings are held by the District authorities.

(2). By the Process Serving Establishment of the Settlement Courts, when the proceedings are held in the Settlement Department.

APPENDIX A.

Proceedings in which the summoning of parties is to be effected by the Civil and Revenue Process Serving Establishment, the fee charged being the lowest chargeable for Civil processes, the rates of pay of process servers being fixed by the Chief Court rules and the maximum number of peons (1) In cases decided by the District authorities, by the Chief Court; (2) In cases decided by the Settlement authorities, by the Financial Commissioner.

(Regular suits are not included in the undermentioned cases) :—

1. Cases under the Panjáb Tenancy Act.
2. Boundary cases under Section 22, Panjab Land Revenue Act 1871.
3. Kanungos' and Patwaris' cases.
4. Zaildari cases.
5. A'la Lambardari cases.
6. Lambardari cases.
7. Imperfect Partition.
8. Complete do.
9. Mutations, & all classes.
10. Takavi advances exceeding Rs. 500.

APPENDIX B.

Proceedings in which the service of summons or warrant is to be effected by special Warrant Officers appointed for the purpose, the fees being determined according to law, and the rates of pay, when not so determined, according to the instructions of the Financial Commissioner :—

- (1). Collection warrant, Land Revenue or other, Sections 43 and 64, Act XXXIII of 1871.

CIRCULAR No. 51 of 1874.

(No. 8799.)

Dated 19th December 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, PUNJAB.

Complaints have reached the Financial Commissioner from several quarters of the hardship caused by the new rules for cultivation of Poppy, which were issued under Punjab Government Notification No. 1244 dated 24th September 1873, and which will be found appended to Financial Commissioner's Book Circular No. 9 of 1874.

2. It is said—

- (1). That it is very hard that the persons who cultivate the Poppy are not allowed to consume the produce of their own cultivation.
- (2). That the retail vendor is lessee of all the shops in a large tract, and that he practically fixes his own price, as the cultivators can sell to no one else.

3. In regard to the first objection, the Financial Commissioner remarks that the acreage duty levied on Poppy cultivation is by no means an equivalent for the enhanced value of the produce which the Excise Laws create, and that the rules for cultivation are not intended to give cultivators any special facility for using the products of the Poppy themselves, but are intended to regulate the cultivation of a profitable crop, and to place it under control instead of prohibiting it altogether. No relaxation of the rules can be permitted, therefore, in favor of cultivators who wish to consume the produce of their own Poppy cultivation.

4. The second objection, that the farmer holds the monopoly of the retail vend, can be remedied in some degree—

- (1). By selling the licenses for retail vend of intoxicating drugs separately for each shop, and preventing one farmer from holding the monopoly for a whole Tahsil.
- (2). By encouraging persons to take out licenses for wholesale dealing in the products of the Poppy, that is, for dealing in Opium and Post produced in the Punjab.

5. Deputy Commissioners will be able to judge if the cultivators in their districts have really a grievance in regard to the limited market for their produce, which is profitable to them as agriculturists, and may be able to create sufficient competition for the purchase of Punjab-grown Opium and Post in the manner above indicated. Care should, however, be taken that any arrangements adopted by Deputy Commissioners are not such as to damage the Revenue derived from the lease of monopoly of retail vend of Opium and Post.

BOOK CIRCULAR No. 24 of 1874.

CIRCULAR No. 52 of 1874.

(No. 8811.)

Dated 21st December 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS, SETTLEMENT COMMISSIONER, AND SETTLEMENT OFFICERS.

With the sanction of Government, the Financial Commissioner directs that the Final Settlement Report. Final Settlement Report of every District, submitted by Information required when the Settlement Officer, should contain a recital of all Government Notifications regarding the Settlement which may have been issued from time to time.

This ruling should be noted after the first para of Rule C. V. 7, issued under Section 66 (5) of the Punjab Land Revenue Act.

BOOK CIRCULAR No. 25 of 1874.

CIRCULAR No. 53 of 1874.

(No. 8832.)

Dated 21st December 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS,
PUNJAB.

The accompanying copy of a Resolution of the Government of India in the Cancellation of Stamps Financial Department, No. 6307, dated 29th October used for copies of judgments, &c. last, regarding the cancellation of Court Fees Stamp labels affixed to copies of papers issued by a Court, is circulated for compliance, in continuation of this office Book Circular No. 1 of 1871.

No. 6307.

GOVERNMENT OF INDIA.

FINANCIAL DEPARTMENT.

Separate Revenue.

STAMPS.

Fort William, the 29th October, 1874.

Read again—

Financial order, No. 3362, dated 30th November 1870, suggesting that it would be expedient to instruct the Courts to cause the Stamp labels affixed to copies, certificates and other documents issued by them, and liable to a fee under the "Court Fees Act, 1870" (Act No. VII of 1870) to be cancelled at the time they are affixed.

Read—

A letter from the Government of Bombay, No. 4194—179 R dated 7th August 1874, stating that the course suggested in the above order is apparently at variance with the provisions of the law as at present enacted.

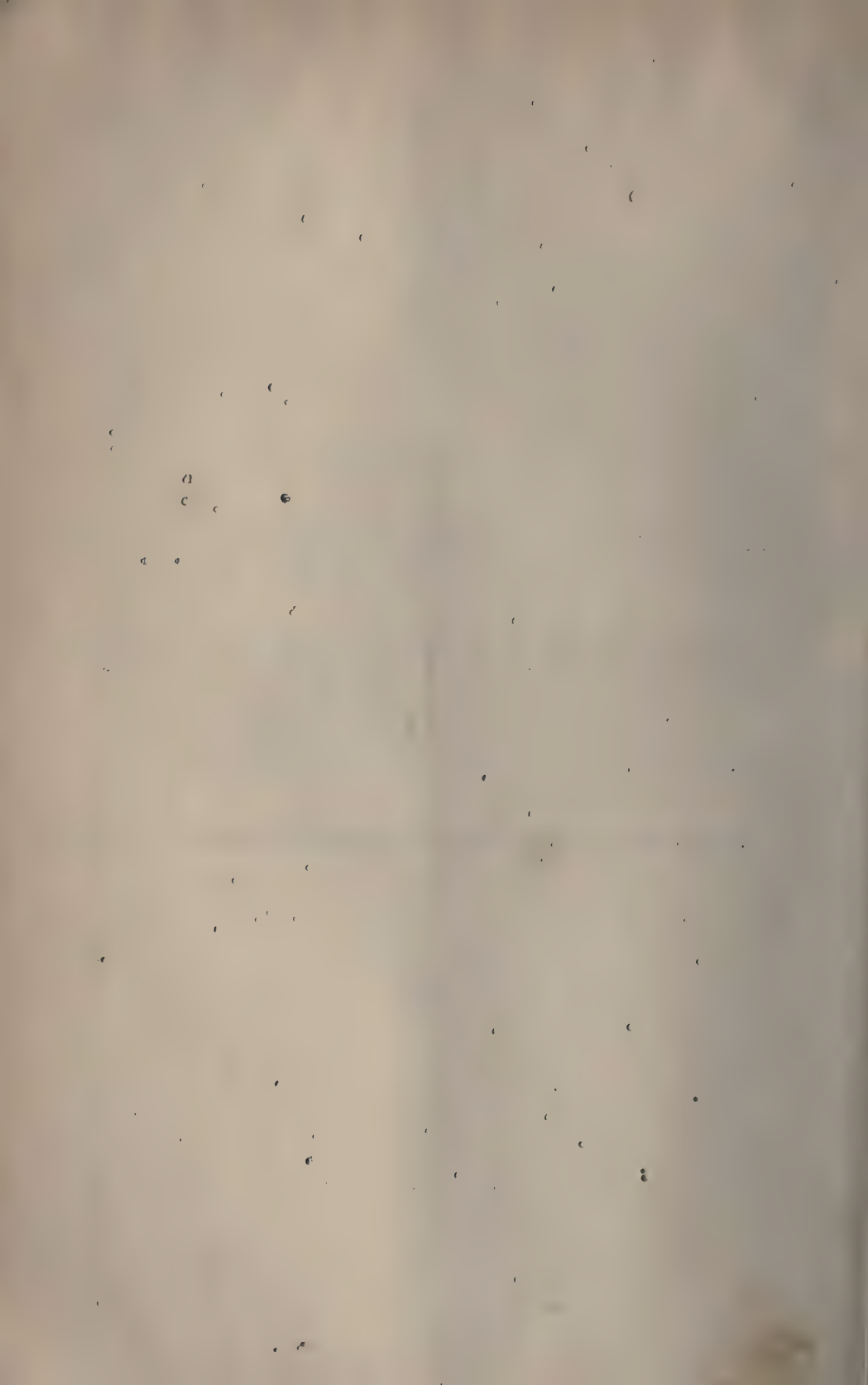
RESOLUTION.—On a perusal of the Court Fees Act 1870, the Governor General in Council observes that the Act contains clear provisions as to cancellation, which should be followed.

2. Under section 30, the stamp can only be cancelled by the Court or Office receiving the document to which the stamp has been affixed. Such cancellation can be effected in one way only, namely, by punching out the figure head, and this cannot be done twice. Consequently, the only time a stamp can be cancelled is when the document to which it is attached is filed or acted upon.

3. His Excellency in Council is accordingly pleased to decide that the cancellation of the stamps affixed to "true copies" of papers issued by a Court should be effected by the Court receiving such documents; officers when attesting "true copies" should, however, draw their pen across the stamp.

ORDERED, that a copy of the foregoing Resolution be forwarded to the Government of Bombay, with reference to that Government's letter No. ⁴¹⁹⁴₁₇₉ R, dated 7th August 1874, to the other Local Governments and Administrations for information and guidance, in modification of Financial Order No. 3362 dated 30th November 1870, and to the Legislative Department for information.

SETTLEMENT DEPARTMENTAL ORDERS,
1874.



SETTLEMENT DEPARTMENTAL ORDERS,

1874.

Abstract of Government Notifications and orders relating to settlements now in progress in the Panjab.

1	2	3	4	5	6	7	8	9	10
		POWERS GRANTED UNDER PANJAB COURTS ACT (19 OF 1865) OR THE PANJAB LAND REVENUE ACT (33 OF 1871).							
DISTRICT.	Abstract of Government Notifications under Section 11 Panjab Land Revenue Act showing the local area, placed under settlement, the nature of settlement and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 3.	Extra Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsildars, E. A. Commrs. and Commissioners.	To Asssts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications or other orders of Government regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	REMARKS.
Delhi 1st	Parganahs Delhi, Balagharh and Larsauli, placed under re-settlement with the exception of certain villages of the first two parganahs detailed in the Panjab Gazette of 20th June 1872, which are put under Regular Settlement.	Mr. Wood invested under Section 21 of Act 19 of 1865 with the powers of a Dy. Comr. to decide suits or appeals <i>re</i> land or the rent, revenue or produce of villages of the Delhi and Kar-nal districts, such powers to be exercised on the Revenue	Ex. Asstt. Settl. Officers. <i>Nil.</i> Asstt. Do. <i>Nil.</i> Supdts. 1. Ajudhia Parshad of Balagharh, 2. Barha, addin of Delhi. 3. Bansidhar of Larsauli. Nos. 1 and 2. <i>1stly</i> —Invested under Sec. 21		Invested with powers under Section 22, Act 19 of 1865, for the purpose of trying special appeals in all decisions passed by the Settlement Officers in the Delhi division, and with the power of a Court of final appeal in any class of suits <i>re</i> land &c. <i>vide</i> Notification No.				
2nd	The re-settlement to comprise— (1) Re-assessment of Revenue. (2) Revision of the Record of Rights.								
3rd	The Regular Settlement								

4th	to comprise— A judicial determination of rights in land and the formation of a Record of Rights. Mr. O. Wood appointed as officer in charge of the Settlements of the Delhi division. Vide Notification Nos. 119 and 815 dated 29th January and 14th June 1872 respectively.	and not on the Civil side of his Court;— <i>vide</i> Notification No. 815 of 14th June 1872. II. Invested with the powers of a Dy. Comr. to decide suits or appeals <i>re</i> land under the Punjab Tenancy Act (28 of 1868) in the Delhi and Karnal districts, Notification No. 1676, dated 28th Novr. 1872. III. Invested with the powers of a Dy. Comr. in regard to the appointment, punishment and removal of Patwaris, and to the appointment, fine and removal of District Kanungos and Naib Kanungos;—Notification No. 1263 dated 28th August 1872.	of Act 19 of 1865 with the powers of a Tahsildar to decide suits <i>re</i> land or the rent revenue or produce of land; and <i>2ndly</i> , with the powers of a Tahsildar to decide suits under the Punjab Tenancy Act (28 of 1868) within the limits of their respective parganahs, such powers to be exercised on the Revenue and not on the Civil side of their Courts. No. 3. Invested with the powers of a Tahsildar to decide suits under the Punjab Tenancy Act (28 of 1868) within the limits of his parganah. <i>Vide</i> Notification No. 815 of 14th June and 1876 dated 28th November 1872.	The Commissioner of the Delhi division invested with the powers of a Commissioner under Sec- garding land &c. in the villages in respect of which judicial powers have been conferred 815 of 14th June 1872.	815 of 14th June 1872.
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Abstract of Government Notifications. — (Continued.)

1	2	3	4	5	6	7	8	9	10
DISTRICT.									REMARKS.
	Abstract of Government Notifications under Section 11 Panjab Land Revenue Act, showing the local area, &c., placed under Settlement, the nature of Settlement, and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsildars, Dy. Comrs, Asst. Comrs., Dy. Comrs and Commissioners.	To Asstts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstracts of Notifications of other orders of Government regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	
Karnal ..	Parganah Panipat and 163 villages of Parganah Karnal, put under re-settlement except certain villages detailed in the <i>Panjab Gazette</i> of the 20th June 1872, which are put under regular settlement. The system of settlement to be the same as in the Delhi district. <i>Vide</i> Notifications Nos. 119 and 815 dated 29th January and 14th June 1872 respectively.		Mr. D. C. G. Ibbetson appointed Assistant Settlement Officer, and invested with the powers of a Dy. Comr. under Section 21 Act (19 of 1866) to decide suits and hear appeals in respect to land or the rent, revenue or produce of land, and also with similar powers to de-		See in Dehli district.	See in Dehli district.			

cide suits and
 appeals under
 the Punjab Ten-
 ancy Act (28 of
 1868) and with
 powers under
 the Land Re-
 venue Act (33
 of 1871) re ap-
 pointment, pun-
 ishment and re-
 moval of Pat-
 waris and Dis-
 trict Kanungos
 and Naib Kanu-
 ngos, Notifica-
 tion No. 1204³
 dated 23th Aug-
 ust 1873.
 Gobind Sahi, Sup-
 erintendent of
 Parganah Pani-
 pat, invested
 with the powers
 of a Tahsildar,
 under Section
 21 Act 19 of
 1865, to decide
 suits under the
 Punjab Tenancy
 Act (28 of 1868)
 within the lim-
 its of his Par-
 gannah.
vide Notification
 No. 676, dated
 28th November
 1872.

Abstract of Government Notifications.—(Continued.)

1	2	3	4	5	6	7	8	9	10
DISTRICT.	Abstract of Government Notifications under Section 11 Panjab Land Revenue Act, showing the local area, and placed under Settlement, the nature of Settlement, and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistant, Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsildars, B. A. Commrs., Asstt. Commrs., Dy. Commrs., and Commissioners.	To Asstts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications or other orders of Government regarding completion of Settlements and withdrawal of jurisdiction under Section 17 Panjab Lord Revenue Act 33 of 1871.	REMARKS.
Gurgaon ...	The whole district put under Settlement. The system of Settlement to be the same as in the Delhi district. Mr. F. C. Channing, Assistant Settlement Officer. Vide Notifications Nos. 119 dated 29th January 1872 and 1204 dated 12th August 1873.		Mr. F. C. Channing, Assistant Settlement Officer. Invested with the powers of a Dy. C. under Section 21 Act 19 of 1865 for the purpose of deciding suits and hearing appeals in respect to land or the rent revenue or produce of land in the villages of Parganahs of Gurgaoon and		See in the Delhi district.	See in the Delhi district.			

Palwal, 38 in number, now under Regular Settlement for the first time, also with similar powers to decide suits and appeals under the Punjab Tenancy Act (28 of 1868), and with powers under the Land Revenue Act (33 of 1871) in regard to the appointment, punishment and removal of Patwaris, and the appointment of fine and removal of District Khatungos and Naib Kanungos. *Vide* Notification No. 1204 dated 12th August 1873.

Nan Bahaondin, Superintendent Perganah Gurgaon, invested with the powers of a Tahsildar under Section 21 Act 19 of 1865, to decide suits *re* land or the rent revenue or produce of land.

Abstract of Government Notifications.—(Continued).

1	2	3	4	5	6	7	8	9	10
	Abstract of Government Notifications under Section II Panjab Land Revenue Act, showing the local area, placed under Settlement, the nature of Settlement, and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistant, Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner	To the Ordinary Civil Courts, viz. Tahsildars, E. A. Commrs., and Commissioners.	To Assts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications or other orders of Government regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	REMARKS.
Gurgaon.— Continued.	1. The entire district placed under re-settlement. 2. The revenue to be reassessed, the Record of Rights to be revised, the surveys and maps to be	Mr. Purser, Settlement Officer, invested under Section 21 of Act No. 19 of 1865 with the civil powers	Also with similar powers under the Panjab Tenancy (Act 28 of 1868) vide Notification Nos. 815 and 1676 dated 14th June and 28th November 1872 respectively.		December 1873, the Hon'ble the Lieut. Governor sues under the Panjab Tenancy Act (XXXIII of 1871) :— the Commissioner of Hissar, the Deputy them in regular appeal under Section 21 above-mentioned officers under the Panjab district.				
Rohitak ...			Rai Bakhtawar Lal appointed Extra Assistant Settlement Officer and invested with the powers of a						

(Gurgaon.—
Continued.)

made, and the boundaries of villages and estates to be adjusted or revised.
3. Mr. W. C. Purser appointed to the charge of the Settlement from the date of his taking over charge of the same.
Vide Notification No. 1804 dated 18th December 1873.

of a Dy. Comr. for the purpose of deciding suits and appeals under the Punjab Tenancy Act (28 of 1868), and with powers of a Dy. Comr. under the Land Revenue Act (33 of 1871) for the appointment and removal of Patwaris and for the appointment fine and removal of District Kanungos and Naib Kanungos.
Vide Notification No. 1804 dated 18th December 1873.

Deputy Commissioner under Schedule 21 of Act 19 of 1866 for the purpose of deciding suits and hearing appeals from orders of Superintendents under the Punjab Tenancy Act. *Vide* Notification No. 1207 dated 12th August 1873.
Superintendents.
1. Alimulla.
2. Muhammad Isa.
3. Fida Ali.
All the 3 Superintendents invested with the powers of a Tahsildar under Section 21 of Act 19 of 1866 for the purpose of deciding suits up to 300 rupees in value or amount under the Punjab Tenancy Act.
Vide Notification 1208 dated 12th August 1873.

No. 675.—In supersession of para 4 of Punjab Government Notification No. 1804, dated 18th March 1874.
Under the provisions of Section 22 of Act XIX of 1863, the Financial Commissioner, as re-invested with the powers of the Chief Court for the purpose of trying special appeals from the Commissioner of Rohtak, and the Settlement Officer of Rohtak, in all decisions passed by the said Act, and with the powers of a Court of final appeal in respect of suits tried by the Tenancy Act, the said powers to be exercised in respect of such suits arising in the Rohtak and the Commissioner of Hissar empowered to exercise their respective powers as de-puty Comr. Under Section 21 Act 19 of 1866, the Tahsildars, Assistant Commissioners, and Deputy Comr. in suits under Punjab Tenancy Act in the Rohtak district on the Revenue and not on the their Court. Notification No. 1804 dated 18th December 1873.

Abstract of Government Notifications.—(Continued.)

1	2	3	4	5	6	7	8	9	10
DISTRICT.		POWERS GRANTED UNDER PANJAB COURTS ACT (19 OF 1865) OR THE PANJAB LAND REVENUE ACT (33 OF 1871).							REMARKS.
Parganah Kasur, in the Lahore district.	Abstract of Government Notifications under Section 11 Panjab Land Revenue Act, showing the local area, &c., placed under Settlement, the nature of Settlement, and the names of Officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistants, Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsiladars, E. A. Commrs. Asst. Commrs., Dy. Commrs. and Commissioners.	To Asstt. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications or other orders of Government regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	
	The whole area included within the boundary of Kasur Khaspant under re-settlement; and will comprise— 2. A re-assessment of revenue. 2. A revision of the record of rights. 3. Surveys and plans will be made. 4. Settlement to be conducted by Gholam Nabi Khan. Extra Assistant Commissioner, under the control of Deputy Commissioner Lahore. <i>Vide</i> notification No. 828 dated 2nd June 1873.								

1. The entire district of Multan, consisting of the Pargannahs of Multan, Shujabad, Ludhran, Serai Siddhu and Mailsi placed under resettlement.	Mr. Roe, Settlement Officer, invested with the civil powers of a Dy. Comr. under Sec. 21 Act 19 of 1865, for the purpose of deciding suits in respect to land or the rent revenue or produce of land. Also powers under the Land Revenue Act 33 of 1871, in regard to the appointment punishment and removal of Patwaris, and to the appointment fine and removal of Dist. Kanungos and Naib Kanungos.	Munshi Hukum Chund appointed Ex. Asst. Settl. Officer and invested with the same powers as the Settlement Officer.	Mr. J. D. Lyall appointed Settlement Commissioner of Division under Section 21 Act 19 of 1865 for the purpose of deciding suits relating to land or the rent revenue or produce of land.	Same as in the Kohlak district, same Notification as in column 2.	Tahsildars, Assistant Commissioners, and Deputy Commissioners.—Notification No. 1649, dated 11th November 1873.
2. There will be a reassessment and revision of Record of Rights, and surveys and maps are to be made, and the boundaries of villages and estates to be adjusted or revised.		Supdts. appointed: Munshi Abdul Wahid of Parh. Ludhran, and Munshis Luchman Das, Fazzal Hossein and Faliad Das of Pargannahs Shujabad, Multan and Mailsi respectively, and invested with the full powers of a Tahsildar for the purpose of deciding suits relating to land or the rent revenue or produce of land within their respective pargannahs.	Mr. J. D. Lyall appointed Settlement Commissioner of Division under Section 21 Act 19 of 1865 for the purpose of deciding suits relating to land or the rent revenue or produce of land.	Same as in the Kohlak district, same Notification as in column 2.	Tahsildars, Assistant Commissioners, and Deputy Commissioners.—Notification No. 1649, dated 11th November 1873.
3. Mr. C. A. Roe, appointment to the charge of the settlement.	Mr. C. A. Roe, appointed to the charge of the settlement.				

Abstract of Government Notifications.—Continued.

1	2	3	4	5	6	7	8	9	10
District.		POWERS GRANTED UNDER PANJAB COURTS ACT (19 OF 1865) OR THE PANJAB LAND REVENUE ACT (33 OF 1871).							REMARKS.
Muzaffargarh	Abstract of Government Notifications under Section II Panjab Land Revenue Act, showing the local area, &c., placed under Settlement, the nature of Settlement, and the names of Officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistants, Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsildars, B. A. Comrs., Asst. Comrs., Dy. Comrs., and Commissioners.	To Assts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications or other orders of Government regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	
	1. The entire District of Muzaffargarh, consisting of the Pargannahs of Muzaffargarh, Alipur and Sanawan. 2. The system of settlement to be the same as in the Multán District. 3. Mr. W. O' Brien, appointed to the charge of the settlement. <i>Vide</i> notification No. 693 of the 5th May 1873.	Mr. D. O' Brien, Settlement Officer, invested with the same powers as the Settlement Officer of Multán.	Mir Nisar Ali, appointed Extra Asst. Settlement Officer and invested with same powers as the Settlement Officer of the Multán District. Munshis 1. Ghulam Mur-taza Khan, 2. Shekh Suba, 3. Bhagwan Das, appd. Supdts. of Pargannahs of Alipur, Mozaffargarh and Sanawan res-	See as in the Multán district.	Same as in the Multán district.	Same in the Multán district.			

D. I. Khan

1. The entire district of Dera Ismail Khan, consisting of the Pargannahs of Dera, Leah, Kulachi and Bakkar.
2. The settlement is a first regular settlement with a re-assessment and revision of record of rights, and that survey and plans are to be made and the boundaries of villages and estates to be adjusted.
3. Mr. H. St. G. Tucker appointed as the officer in charge of the settlement of the district. *Vide* notification No. 217 of the 13th February 1872.

Mr. Tucker, Settlement Officer, invested under Sec. 21 Act 19 of 1865, with the civil powers of a Dy. Comr. for the purpose of deciding suits in respect to land, or the rent, revenue or produce of land.

Vide Notfn. quoted in column 2.

pectively. *Vide* Notfn. quoted in column 2.

Munshi Chiranjit Lal appointed Ex. Asst. Officer Settl. Officer and invested with the same powers as the Settlement Officer.

Vide Notfn. No. No. 1039 of 10th August 1872.

Supdts. Appntd. 1. Alad Houssein of Dera.

2. Hukimudin of Leah.

3. K h u s h a l Singh of Bhakkar.

4. Abdul Rahman of Kulachi.

Invested with the full Civil powers of a Tahsildar under Sec. 21 Act 19 of 1865, for the purpose of deciding suits relating to land or the rent revenue or produce of land within their respective Pargannahs.

Vide Notfn. No. 1039 of 10th August 1872.

Mr. J. B. Lyall, Settlement Commissioner, invested with the same powers as in the Multan District. Notification No. 217 of the 13th February 1872.

Under Sec. 22 Act 19 of 1866, Fnl. Commissioner invested with the powers of the Chief Court for the purpose of trying special appeals from the Offg. Settlement Commissioner, and Settlement Officers, in all decisions passed by them in regular appeal under Sec. 21 of the said Act, and with the powers of a Court of final appeal in suits *re* land or the rent revenue or produce of land. *Vide* Notification quoted in column 5.

Abstract of Government Notifications.—(Continued).

1	2	3	4	5	6	7	8	9	10
District.	Abstract of Government Notifications under Section II Panjab Land Revenue Act, showing the local area, &c., placed under settlement, and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, <i>viz.</i> Tahsildars, E. A. Comrs., Asst. Comrs., Dy. Comrs., and Commissioners.	To Assts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications or other orders of Government regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	REMARKS.
Baun	<p>1. The entire district of Baun, consisting of the Pargannahs of Etwar-desabad, Lakki, Isa Kheyl and Kachhi.</p> <p>2. The system of settlement to be the same as that of the Dera Ismail Khan district.</p> <p>2. Mr. S. S. Thorburn appointed as the officer in charge of the settlement of the district. <i>vide</i> Notification No. 217 of the 13th February 1872.</p>	Mr. Thorburn, Settlement Officer, invested with the same powers as the Settlement Officer Dera Ismail Khan, <i>vide</i> Notification quoted in column 2.	Munshi Ganga Ram appointed as Extra Assistant Officer, and invested with the same powers as the Settlement Officer of Dera Ismail Khan. Superintendents appointed and invested with the same powers as the Superintendents of Dera Ismail Khan.	Same as in Dera Ismail Khan.	Do.				

D. G. Khan	I. The entire district of Dera Ghazi Khan, consisting of Parganahs of 1. Dera Ghazi Khan. 2. Rejanpur. 4. Singhar. 3. Jampur. 4. Singhar. II. System of Settlement same as that of Dera Ismail Khan.	Mr. Fryer, Settlement Officer, invested under Section 21 Act 19 of 1865 with the civil powers of a Deputy Commissioner for the purpose of deciding suits relating to land &c., vide Notification No. 1439 dated 21st December 1869.	1. Donlat Ram of Kachhi. 2. Mamtaz Hossein of Edwardesabad. 3. Sheikh Abdulla of Lakki. 4. Harbens Lal of Mianwali. 5. Gholam Farid of Isa Khel. <i>Vide</i> Notifications Nos. 217 of 13th February and 1039 dated 10th August 1872.	Same as in the Multan district, <i>vide</i> Notification No. 2184 dated 18th February 1872.	Same as in the Dera Ismail Khan district, <i>vide</i> Notifications No. 1438 of 21st December 1869 and 1082 dated 20th July 1870.	Under Section 21 Act 19 of 1865, Tahsildars, Assistant Commissioners, Deputy Commissioners, and Commissioners invested to exercise their respective civil powers in suits regarding land or the rent revenue or produce of land, Notification No. 1439 dated 21st December 1869.

Abstract of Government Notifications.—Continued.

1	2	3	4	5	6	7	8	9	10
DISTRICT.	Abstract of Government Notifications under Section II Panjab Land Revenue Act, showing the local area, &c., placed under Settlement, the nature of Settlement, and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsildars, E. A. Commrs., and Commissioners.	To Assts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications of Government regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	REMARKS.
D. G. Khan— Continued.			&c. within their respective paraganas, vide Notifications No. 1441, of the 21st December 1869 and 808 dated 21st June 1872. Mr. L. C. Tapper, Assistant Settlement Officer D. G. Khan, invested under Section 21 Act 19 of 1865 with the full civil powers of an Assistant Com-						

I	Hazara.	The entire district of Hazara, consisting of the Parganahs of Haripur, Hazara and Naushera. System of Settlement same as that of Dera Ismail Khan.	Captain E. G. Wace appointed to the charge of the Settlement of the district, <i>vide</i> Notification No. 353 dated 11th May 1868.	Captain Wace, Settlement Officer, invested powers as the Settlement Officer Dera Ghazi Khan. <i>Vide</i> Notification quoted in Col. 2.	Mirza Azim Beg, Extra Assistant Settlement Officer, invested powers as the Settlement Officer of D. G. Kwan, <i>vide</i> Notification No. 354 dated 11th May 1868.	Superintendents appointed: Ahmad Bakhsh of Hazara and Abdul Ghani of Manshira, and invested with the same powers as the Superin-	missioner for the purpose of deciding suits relating to land &c. Notification No. 93 of the 27th January 1873.	Chimman Lal appointed Assistant Settlement Officer and invested with the full powers of an Assistant Commissioner. <i>Vide</i> Notification No. 15 of 2nd January 1872 and 102 of 25 D3.	Same as in the Dera Ismail Khan district, <i>vide</i> Notification 352, dated 11th May 1868.	Same as in the Dera Ghazi Khan district, Notification No. 351, dated 11th May 1868.	Settlement suits of Agror valley to be heard in Hazara Settle. Courts, Notification 636 dated 4th October 1870.
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Abstract of Government Notifications.—(Continued).

1	2	3	4	5	6	7	8	9	10
	Abstract of Government Notifications under Section II Panjab Land Revenue Act, showing the local area, nature of Settlement, and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistant, Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsildars, E. A. Commrs., Asst. Commrs., Dy. Commrs. and Commissioners.	To Asstt. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications of Government settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	
District.								REMARKS.	
Hazara Continued.			tendents of D. G. Khan, vide Notification, No. 1328 dated 19th Octr. 1872 and 584 dated 23th July 1868.						
Peshawar ...	I. The entire district of Peshawar, consisting of the Pargannabs of 1. Peshawar. 2. U'safzal. 3. Mansuhal. 4. Doaba Daudzai. 5. Hashtnagar. II. The system of Settlement to be the same as that of Dera Ismail	Captain E. G. G. Hastings, Settlement Officer, invested with the same powers as the Settlement Officer of Dera Khan. Fide Notification No. 1075 dated	Munshi Gopal Dass and Muhammad Hayat Khan Populzai, Extra Assistant Settlement Officers, invested with the same powers as the Settlement Officer of Dera						The 10th June 1874. No. 957.—Promotions.—The following promotions are made in the Settlement Department with effect from the 5th March 1874, the date of Mr. E. A. Prinsep's resignation of the Civil Service:— To be Commr. of Set.—Mr. J. B. Lyall. To be Dy. Commr. 3rd class—

<p>Khán. III. Captain E. G. G. Hastings appointed to the charge of the Settlement of the district. <i>Vide</i> Notification No. 1076 dated 6th September 1869.</p>	<p>6th September 1869.</p>	<p>Ghazi Khan. <i>Vide</i> Notification No. 1407 of 11th December 1869 and 1192 dated 9th September 1873. Superintendents appointed:— 1. Nur-ud-din of Peshawar. 2. Hakim Rai of Usalzi. 3. Ahmad Beg of Manseharah. 4. Agr-Nand of Doaba Daudzai. 5. Gobind Jas of Hashtnagar; and invested with the same powers as the Superintendents of Dera Ghazi Khan. <i>Vide</i> Notification No. 1434 dated 21st December 1869. 880 dated 4th July 1872. Ahmed Beg, Superintendent, invested under Section 21 Act XIX of 1865 with the full civil powers of a Faisildar for the purpose of deciding suits relating to land or the</p>	<p>Same as in the Dera Ismail Khan district. <i>Vide</i> Notification No. 1096 dated 11th September 1869.</p> <p>Same as in the Dera (Ghazi) Khan district, Notification 1076 dated 6th September 1869.</p>
<p>Mr. O. Wood. <i>To be Asst. Comr. 1st class—</i> Mr. C. A. Roe. <i>To be Asst. Comr. 2nd class—</i> Mr. S. S. Thorburn.</p>	<p>The following substantive appointments are also made in the various grades of Settlement Officers, consequent on the promotion of Mr. J. B. Lyall:— Captain E. G. Wace, Settlement Officer, 2nd grade, officiating as Settlement Officer, 1st grade, is confirmed in the 1st grade. Mr. F. W. R. Fryer, Settlement Officer, 3rd grade, officiating as Settlement Officer, 2nd grade, is confirmed in the 2nd grade. Mr. H. St. C. Tucker, officiating as Settlement Officer, 3rd grade, is confirmed in the 3rd grade.</p>	<p><i>The 9th June 1874.</i> No. 951.—In continuation of <i>Punjab Government Gazette</i> Order No. 722, dated 12th May 1873, the Honble the Lieutenant-Governor is pleased to direct and hereby directs— 1 That the special jurisdiction conferred upon the Commissioner, District Officers, Assistant Commissioners, and Tahsildars of the Hoshiarpur District, to try and determine suits in respect to land, or the rent, revenue or produce of land in the pargannas, villages and talukas mentioned in the above-quoted order under Section 21 of Act XIX of 1865 (<i>The Punjab Courts Act</i>), shall cease on and after the 20th</p>	<p>19</p>

Abstract of Government Notifications. — Concluded.

1	2	3	4	5	6	7	8	9	10
DISTRICT.	Abstract of Government Notifications under Section 11 Panjab Land Revenue Act, showing the local area, &c., placed under Settlement, the nature of Settlement, and the names of officers appointed Assistant Settlement Officers.	To Settlement Officers mentioned in Col. 2.	Extra Assistant, Assistant Settlement Officers and Superintendents.	The Settlement Commissioner.	The Financial Commissioner.	To the Ordinary Civil Courts, viz. Tahsildars, E. A. Comrs., Asst. Comrs., Dy. Comrs. and Commissioners.	To Assts. and Extra Assistant Commissioners under Section 5 Panjab Land Revenue Act.	Abstract of Notifications regarding completion of settlements and withdrawal of jurisdiction under Section 17 Panjab Land Revenue Act 33 of 1871.	REMARKS.
Peshawar.— Continued.			rent revenue or produce of land within the Tahsil of Hashtnagar in the Peshawar district. <i>Vide</i> Notification No. 462 dated 9th March 1874.					day of May 1874, and that all original suits and applications for review of judgment then pending in the Court of any such officers be transferred to the ordinary Civil Courts. 2. That the special powers conferred upon the Financial Commissioner of trying appeals in respect of land, or the rent, revenue or produce of land in the same tracts, under Section 22 Act XIX of 1865, shall cease on and after the 20th day of May 1874.	

DEPARTMENT OF REVENUE, AGRICULTURE AND COMMERCE.

The 17th July 1874.

No. 1188.—In continuation of *Panjab Government Gazette* Order No. 951, dated 9th June 1874, the Hon'ble the Lieutenant-Governor is pleased to direct, and hereby directs, that the special jurisdiction conferred upon the Tahsildárs, Assistant Commissioners, Deputy Commissioner and Commissioner of the Gurdáspur district, to exercise their respective powers in suits regarding land, or the rent, revenue or produce of land arising in the Sháhpur and Kandí taluqas on the Revenue, and not on the Civil, side of their Courts under Section 21 of Act XIX of 1865 (The Panjab Courts Act), shall cease on and after the 1st day of August 1874, and that all original suits, appeals, and reviews of judgment then pending in the Court of any such officer be transferred to the ordinary Civil Courts.

The 17th July 1874.

No. 1189.—In continuation of *Panjab Government Gazette* Orders No. 724, dated 12th May 1873, and No. 1347, dated 8th September 1873, the Hon'ble the Lieutenant-Governor is pleased to direct, and hereby directs—

- (1.) That the special powers conferred upon the Tahsildárs, Assistant Commissioners, Deputy Commissioner and Commissioner of the Montgomery district, to exercise their respective powers in suits regarding land, or the rent, revenue or produce of land on the Revenue, and not on the Civil, side of their Courts under Section 21 of Act XIX of 1865 (The Panjab Courts Act), shall cease on and after the first day of August 1874, and that all original suits, appeals, and applications for review of judgment then pending in the Court of any such officer be transferred to the ordinary Civil Courts.
- (2.) That the special powers conferred upon the Financial Commissioner of trying special appeals and of exercising the powers of a court of final appeal in respect of land, or the rent, revenue or produce of land in the same district under Section 22 of Act XIX of 1865, shall cease on and after the 1st day of August 1874, except as to appeals and applications for review of judgment then pending in his Court.

The 17th July 1874.

No. 1190.—In continuation of *Panjab Government Gazette* Order No. 726, dated 12th May 1873, the Hon'ble the Lieutenant-Governor is pleased to direct, and hereby directs—

- (1.) That the special jurisdiction conferred upon the Tahsildárs, Assistant Commissioners, Deputy Commissioner and Commissioner of the Ferozpur district, to exercise their respective powers in suits regarding land, or the rent, revenue or produce of land arising in the Muktsar Tahsil and in the adjacent Ilaqua of Mamdot on the Revenue, and not on the Civil, side of their Courts under Section 21 of Act XIX of 1865 (The Panjab Courts Act), shall cease on and after the 1st day of August 1874, and that all original suits, appeals, and applications for review of judgment then pending in the Court of any such officer be transferred to the ordinary Civil Courts.

- (2.) That the special powers conferred upon the Financial Commissioner of trying special appeals and of exercising the powers (of a court of final appeal in respect of land, or the rent, revenue or produce of land in the same tracts under Section 22 of Act XIX of 1865, shall cease on and after the 1st day of August 1874, except as to appeals and applications for review of judgment then pending in his Court.
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FOREIGN DEPARTMENT.

The 18th July 1874.

No. 1240.—The Hon'ble the Lieutenant-Governor, on the report of the Financial Commissioner, that the operations of the settlement are complete in the Sangarh, Rājānpur, Jāmpur and Derah Ghāzi Khān Pargannas of the Derah Ghāzi Khān district, is pleased to direct, and hereby directs—

- (1.) That the record of rights be handed over to the Deputy Commissioner of the Derah Ghāzi Khān district.
 - (2.) That the special jurisdiction conferred upon Settlement Commissioner and District and Settlement Officers to try and determine suits and appeals in respect to land or the rent, revenue or produce of land in the Sangarh, Rājānpur, Jāmpur and Derah Ghāzi Khān Pargannas, under Section 21 of the Panjab Courts Act, 1865, shall cease on and after the 23rd day of July 1874 (except as to original suits and applications for review of judgment then pending in the Court of the Settlement Commissioner or any Settlement Officer; except also as to appeals pending on such date in the Court of the Settlement Commissioner and Officer in charge of the Settlement, and as to appeals to the Settlement Commissioner from orders and decrees passed before such date by any of the Settlement Officers in virtue of such special powers).
 - (3.) That the special powers conferred upon the Financial Commissioner of trying appeals in respect of land or the rent, revenue or produce of land in the Pargannas, under Section 22 of Act XIX of 1865, shall cease on and after the 23rd day of July 1874 (except as to appeals from orders and decrees passed by the Settlement Commissioner and Officer in charge of the Settlement in cases in which the original decree was passed before the said date).
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DEPARTMENT OF REVENUE, AGRICULTURE AND COMMERCE.

The 3rd October 1874.

No. 1667 — *Notification.*—Nisār Ali, Extra Assistant Settlement Officer, was transferred from the Muzaffargarh to the Derah Ghāzi Khān Settlement, with effect from the 6th June 1874, and rejoined his appointment at Muzaffargarh on the forenoon of the 18th August 1874.

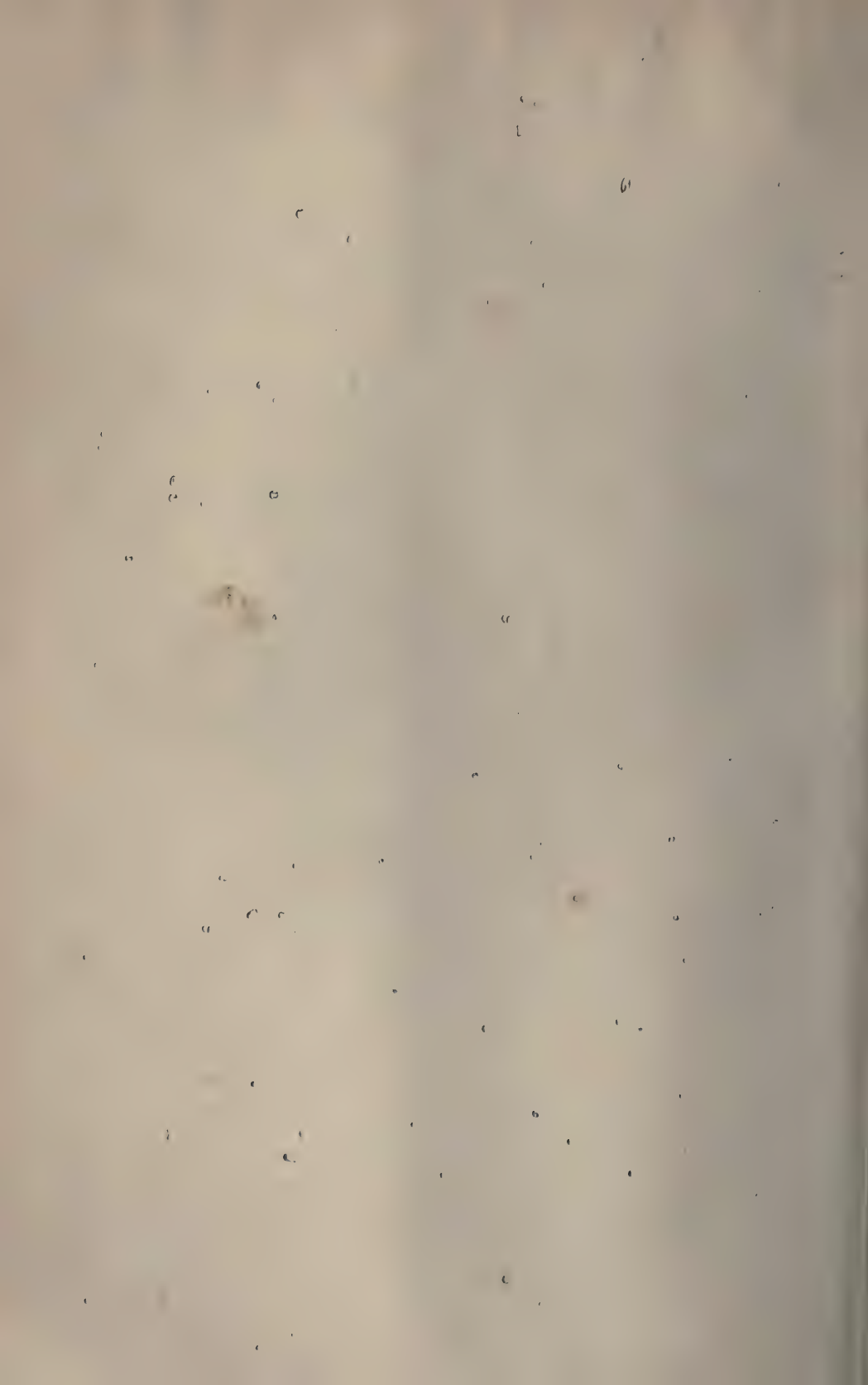
This cancels G. O. No. 1533, dated 12th September 1874.

FOREIGN DEPARTMENT.

The 3rd October 1874.

No. 1703.—*Notification.*—The Hon'ble the Lieutenant-Governor, on the report of the Financial Commissioner that the operations of the Settlement are complete in the Hazára district, is pleased to direct and hereby directs—

- (1.)—That the record of rights be handed over to the Deputy Commissioner of the Hazára district.
- (2.)—That the special jurisdiction conferred upon the Commissioner and District and Settlement Officers to try and determine suits and appeals in respect to land, or the rent, revenue, or produce of land, in the Hazára district, on the revenue side of their courts, under Section 21 of the Panjab Courts Act, 1865, shall cease on and after the 1st day of October 1874, except in the following cases, viz.—
 - (a.)—Original suits and applications for review of judgment then pending in any of the said courts, and appeals which may hereafter be filed in respect of such suits.
 - (b.)—Appeals then pending in any of the said courts.
 - (c.)—Appeals from orders and decrees passed before the 1st October 1874 by the courts aforesaid in virtue of such special powers.
- (3.)—That the special powers conferred upon the Financial Commissioner of trying appeals in respect of land, or the rent, revenue, or produce of land, in the Hazára district, under Section 22 of Act XIX of 1865, shall cease on and after the 1st day of October 1874, except as to appeals from orders and decrees passed by the Commissioner in cases excepted under the previous clause.



FOREIGN DEPARTMENT.

The 19th November 1874.

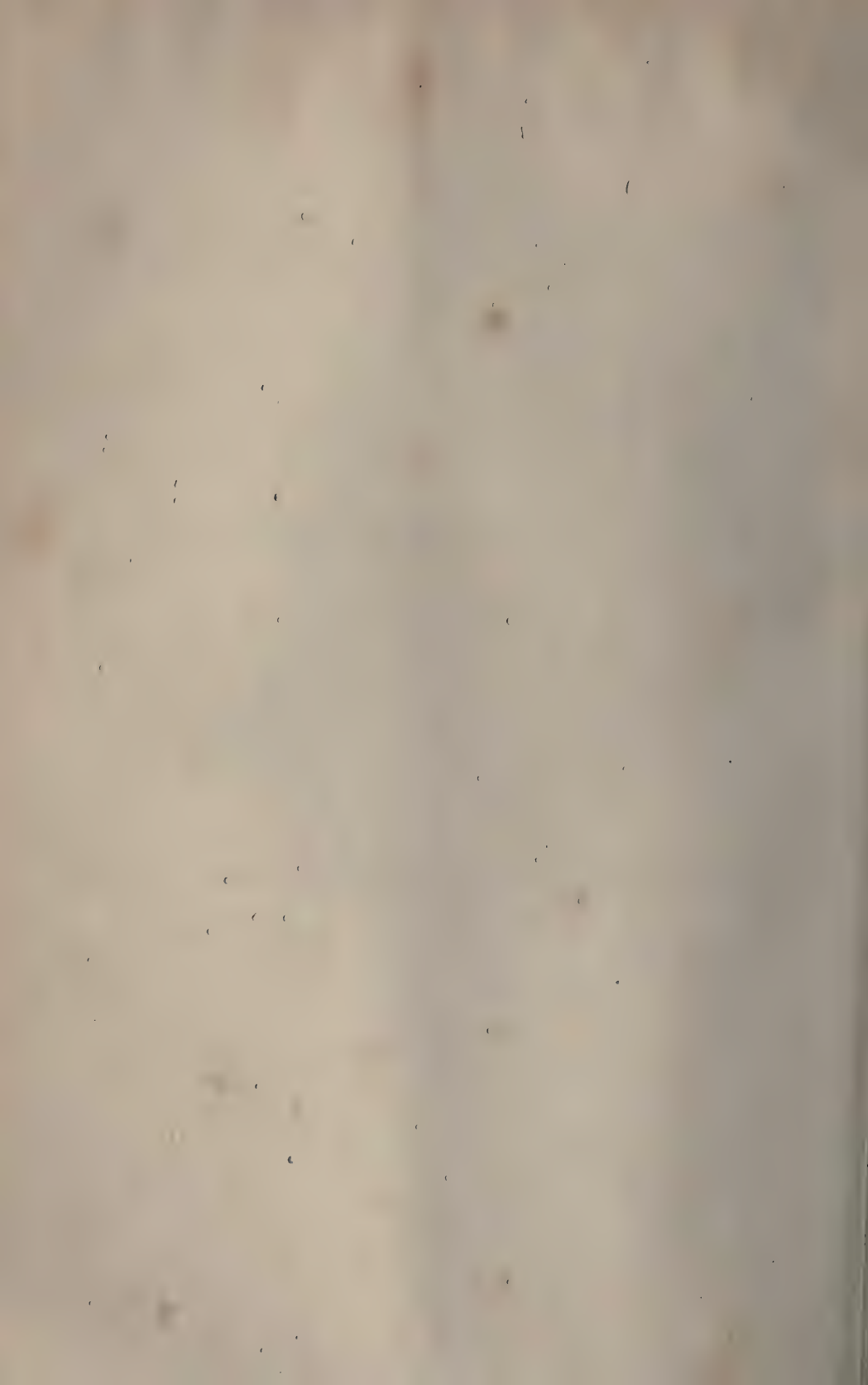
No. 1939.—Notification.—The Hon'ble the Lieutenant-Governor, on the report of the Financial Commissioner that the operations of the settlement are complete within the areas of tahsils Peshāwar, Doāba, Dāudzai, Hashtnagar and Naushehra, as they were when settlement operations commenced, is pleased to direct and hereby directs—

- (1.) That the record of rights for that portion of the district be handed over to the Deputy Commissioner of the Peshawar district.
- (2.) That the special jurisdiction conferred upon the Commissioner and District and Settlement Officers to try and determine suits and appeals in respect to land, or the rent, revenue, or produce of land for that portion, on the revenue side of their courts, under Section 21 of the Punjab Courts' Act, 1865, shall cease on and after the 1st day of November 1874, except in the following cases. *viz.*,—
 - (a.) Original suits and applications for review of judgment then pending in any of the said courts, and appeals which may hereafter be filed in respect of such suits.
 - (b.) Appeals then pending in any of the said courts.
 - (c.) Appeals from orders and decrees passed before the 1st November 1874 by the courts aforesaid, in virtue of such special powers.
- (3.) That the special powers conferred upon the Financial Commissioner of trying appeals in respect of land, or the rent, revenue, or produce of land for that portion of the district, under Section 22 of Act XIX, of 1865, shall cease on and after the 1st day of November 1874, except as to appeals from orders and decrees passed by the Commissioner and Settlement Officers in cases excepted under the previous clause.

DEPARTMENT OF REVENUE, AGRICULTURE, AND COMMERCE.

The 27th November 1874.

No. 1932.—Posting.—Mr. C. L. Tupper, Assistant Settlement Officer, is posted to the Rohtak Settlement.



POLICE DEPARTMENTAL ORDERS,
1874.



POLICE DEPARTMENTAL ORDERS.

BOOK, CIRCULAR No. XIII.

(No. 24.)

Dated 3rd January 1874.

APPOINTMENTS AND ENLISTMENTS.

I.—APPOINTMENTS.

1. The appointment of constable and sergeant shall rest with the District Superintendent of Police; that of Deputy Inspector, with the Deputy Inspector-General; and of Inspector, with the Inspector-General.
The authorities who are to nominate to the several grades.
2. The appointment of persons not being members of the force to positions in all ranks above that of 2nd grade constable may be effected under the following rules:—
Appointment of outsiders as constable or sergeant.

I.—Appointment to the positions of 1st grade Constable and to 2nd and 1st grade Sergeant.

District Superintendents may make such appointments on their own authority, but all appointments to the rank of Sergeant must be reported to the Deputy Inspector-General for confirmation.

II.—To the positions of Deputy Inspector and Inspector.

The appointment of outsiders to the position of Deputy Inspector or Inspector may only be made with the sanction of the Inspector General. In all these cases very special reasons must be shown for making the appointment.
Appointment of outsiders to grades of Deputy Inspector or Inspector.

3. The appointment of office clerk rests with the head of the office concerned. Thus, Deputy Inspectors General may appoint the Inspectors in their offices, and District Superintendents the Deputy Inspectors in theirs.
Appointment of office clerks.

This rule only affects offices, and does not extend to Court Inspectors and others engaged in duties at the sadr.

4. A District Superintendent may not appoint an office clerk of the grade of Deputy Inspector and employed as an English writer, to other police duties, except on occasions of an emergent nature, without obtaining the previous sanction of the Deputy Inspector-General of the circle.
An English writer not to be appointed to other duties without sanction.

5. When a District Superintendent is compelled from a sudden cause, to appoint an office clerk of the grade of Deputy Inspector, to any other police function, he shall make an immediate report of the fact, and give the reason for the order to his Deputy Inspector-General. The same principle holds good with regard to Inspectors in the Deputy Inspector General's office.
Report to be made of office clerks appointed to other duties.

Employment of Europeans and Eurasians.

6. It is very desirable that the police service should not exclude from its lower grades the respectable Europeans and Eurasians procurable in this country, simply because natives are more easily managed and generally more easily taught : at the same His Honor the Lieutenant-Governor has been pleased to observe—

Employment of Europeans and Eurasians in the lower grades of the police force.

It is most important that they are men of really good character, and who have proved themselves to be such. They should be steady and conversant with the native language.

7. For all duties connected with cities and cantonments they have proved themselves very efficient ; and for all railway or other duties involving much contact with Europeans, they may unquestionably be employed with advantage.
- Useful in cities, cantonments and railway.

8. The duties of rural police should also be open to them, if they are in every way thoroughly qualified and suited to the position.
- May also be employed on rural duties.

9. Europeans and Eurasians may be employed in any position they are fit for under the same rules as apply to native candidates : but more than one Inspector and three Deputy Inspectors may not be appointed in one district without the sanction of the Inspector General. This is exclusive of any who may be employed in the office of the District Superintendent or Deputy Inspector General.
- Proportion of Europeans and Eurasians that may be employed per district.

10. As it is not possible to give to a European or Eurasian more salary than is attached to the appointment he may be qualified for, he must not be posted to a higher grade in a class, simply because he is a European or Eurasian and requires more money to maintain him than the salary of the lower grade provides.
- To be appointed to the grade for which qualified.

II.—ENLISTMENTS.

11. Every person enrolled as a constable must either give the name of some respectable referee or sambardar of a village who will vouch for his character and will state that, so far as he knows, the candidate has not been convicted of any criminal offence or dismissed from the service of Government ; or, he must give one surety who will be security for his good conduct to the extent of Rs. 50.
- Good references to character or security required.

12. District Superintendents must, before enrolling a candidate, obtain in writing from the referee his report on the candidate, or take the security above ordered.
- The referee to give his opinion in writing.

13. The name of the referee and an abstract of his report must be entered in the character roll of the candidate ; or, if security is given, the name of the surety and nature of the security.
- Name of referee and abstract of his report, or of surety and nature of the security, to be entered in character roll.

14. As a rule, District Superintendents should endeavour to obtain the service of men who are well recommended by thoroughly reliable referees, in preference to accepting security ; a more reliable class of men is thereby generally obtained.
- A good reference to be preferred to security.

NOTE.—For rules regarding bonds taken from policemen, vide appendix.

15. Every person enrolled at once in any grade superior to that of constable must be of thoroughly well attested character and fitness, physically and mentally.
- Enlistments into grades above constable to be thoroughly good men.

Such candidates may not be enrolled on security only, and it is, therefore, not desirable to demand security from them. Not having risen, so to speak, in the force, their qualifications or claims on the Government must be exceptionally great to warrant their being appointed, as they necessarily thereby supersede all men in the force of a grade lower than that in which they enter.

16. According to orders issued by the Supreme Government no Nipalis of any class whatever may be enrolled in the police force. No member of a criminal tribe may be enlisted; nor, without special sanction of the Inspector-General, may any Mazbi.

Nipalis and Mazbis not to be enlisted.

17. If the services of members of criminal tribes are required as trackers (an art in which many of them, especially Baoriahs, are notably expert) they should be engaged only for the job and handsomely rewarded if the work is honestly and well done, no matter whether a conviction ensues in the case or not; but they should not be enrolled in the force.

Physical qualification to be attended to.

18. The physical fitness and strength of constitution and body of every candidate must be attested by the Civil Surgeon.

19. Candidates for the constable grade should not, as a general rule be taken on, under the age of 20 or above the age of 25; nor under the height of 5 feet and 7 inches. These must be accompanied by adequate physical development, the chest measurement not being less than 33 inches.

Special exceptions may, with the sanction of the Deputy Inspector-General, be made as regards height when men are powerfully made.

20. The first essential to a constable is physical power and endurance; if, therefore, all the above conditions are fulfilled, a man may be enrolled even though he cannot read and write.

Physical power and endurance of chief importance.

21. The Deputy Inspector-General should, on his tour of inspection, see the recruits on parade, and satisfy himself that the conditions of age and physical fitness for the service have been complied with.

Deputy Inspector-General to inspect recruits on parade.

22. Recruits should, if possible, be invariably taken from the district. The service is made thereby more popular and attracts men of a better stamp, even though the pay is small; for to serve near their homes or at no very great distance away is a boon highly and naturally prized. Moreover, the character and antecedents of men of the district can always be more thoroughly known than those of outsiders. All good men of the district should, therefore, have the preference.

Enlistments to be made from men of the district.

23. Youths who have been reared in cities and towns should not be enlisted as a rule in the district or city force; they are rarely fitted physically for the work of rural stations, are unsuited to the isolation compared with towns, attaching to such places, and are not reliable. They are no doubt generally sharper than the recruits from the country, but that in no way compensates in rural stations for other deficiencies.

Town men not to be enlisted as a rule in the district force.

24. For the police work of rural towns not of cities, however, the town-trained men are in many ways most suitable, even though of not very good physical development. They know the towns they have been brought up in, and their sharpness and

For the work of cities and towns town-bred men are the best.

intelligence being subjected to far closer and more constant supervision than could be the case at a rural station, they may be made most useful. In fact, a sharp town-man, as a rule, is the only kind of policeman who can successfully check-mate a town thief.

25. For each rural town, therefore, the constables should, as far as is possible be taken from the residents of that very town; it is in fact their fair claim to be employed in preference to outsiders in the police of their own towns, provided they are fit for the work.

Constables to be employed in their own towns in preference to outsiders.

26. As regards mounted constables, no person may be enrolled in or transferred to the appointment of mounted constable, except with the special permission of the Inspector-General or Deputy Inspector-General, unless he can read and write the Urdu language sufficiently well to read manuscripts and write from dictation with tolerable accuracy and readiness.

Mounted constables to be able to read and write.

27. Provided that, in the case of persons who are mounted on camels and persons appointed to vacancies amongst men who were so mounted, no educational test shall be required.

Camel sowars need not be educated.

28. District Superintendents may not increase or diminish the existing proportion of constables mounted on camels, except with the sanction of the Inspector-General of Police.

Existing proportion of camel-men not to be altered.

[NOTE.—For sanctioned strength of constables mounted on camels per district, vide Appendix No. IV.]

29. Recruits, after having been certified by the Civil Surgeon as physically fit for police service, will receive the certificate of appointment to the force prescribed in section 8, Act V of 1861, which shall be signed by the police officer who confirms the appointment. Thus, District Superintendents will grant certificates to all sergeants and constables; Deputy Inspector-General, to all Deputy Inspectors; and the Inspector-General to all Inspectors.

Approved recruits to get certificate of appointment.

District Superintendents of Police will be supplied with blank forms to fill up, sign and distribute to all whom they are competent to appoint; and to fill up and submit for the signature of superior authority, all certificates which they are not competent to grant.

30. Each man on appointment will sign a receipt for his certificate in the appropriate column of his long roll.

All men to give receipt for certificate.

RE-ENLISTMENTS.

31. In the police force, owing to the pressure of duties, it frequently happens that District Superintendents are unable to grant, even to the authorized number, the indulgence of leave. Men who have urgent family business, failing to obtain leave, take their discharge, and thus the reserve consists chiefly of recruits enrolled to supply the vacancies caused. As the reserves are only just sufficient to get through the work which is demanded of them, recruits are necessarily sent on duty at once, and have to work and learn at the same time. It is, therefore, very desirable to hold out inducements to trained men to re-enlist, as, with the progress of legal reform, a higher amount of education and training is every day becoming more necessary amongst the constables.

Trained policemen who have left the force should be encouraged to re-enlist.

32. By Section 103 *Civil Pension Code*, men re-enlisting *within* one year after

Past service of men who discharge can now, under sanction of Inspector-General, re-enlist *within* one year count their former service. But each case must be may count for pension. reported for the orders of the Inspector-General, who, if he considers the individual deserving, will allow the periods spent out of employ, provided they do not aggregate more than *twelve* months in a man's *entire* service, to be regarded as absence on leave without pay. In calculating service the break will of course be excluded : but if permission, as above, has been granted, a want of continuity in service will not bar the claim to benefit by the pension rules.

33. To prevent frauds being practised to obtain pensions officers must be

Discharge certificate to very careful to insert accurate descriptions of discharged contain an accurate description men, the dates and the true causes of the discharge in their discharge certificates. (*No. V of Appendix.*)

34. On a man being passed for *re-enlistment* by the Civil Surgeon, the District

Old character roll of re-enlisted men to be obtained Superintendent should take steps to obtain his character roll from the district in which the candidate formerly and recorded. served, which will be forwarded to the Inspector-General

with the application to count past service towards pension. Those men should only be re-entertained who are really good policemen.

Deputy Inspectors-General to see orders are carried out.

35. It will be the duty of Deputy Inspectors-General on tour to see that these orders are strictly adhered to.

Re-enlistment of men who have previously been removed from Government employ.

Men who have left the service for misconduct not to be enlisted.

36. District Superintendents of Police may not, on their own authority, entertain in any grade of the police force persons who have been dismissed from Government service.

37. When a candidate is entertained it must be distinctly explained to him

Conditions of re-entertainment.

that, if hereafter it should appear he has been thus removed from the service of Government, he will be liable to summary dismissal.

The orders of Government on the subject are shown in the following—

Extract para 19 of a Despatch from the Honorable the Court of Directors, addressed to the Government of India, in the Financial Department, No. 27, dated 10th July 1850.

19th. We consider it so injurious to the service that men who have been dismissed for misconduct from one department should be considered eligible for re-employment in any other department, that we must entirely discountenance such a practice. It is a wholesome check upon negligence and dishonesty for the servants of Government clearly to understand that probity and diligence are the only means of retaining employment under Government.

Extract paras 4, 5, and 6, of a letter No. 1697, dated 16th December 1851, from Commissioner and Superintendent Trans-Sutlej States, to District Officers.

4th. It may perhaps appear at the time of little importance who is appointed to a situation so inconsiderable and of which the tenure is usually so uncertain as that of a common Barkandaz, but, in reality, the principle is one fraught with results of the greatest consequences, as must be at once obvious on a little consideration.

5th. If it be strictly and universally adhered to, as has been now enjoined by the highest authority, dismissal must become a much more serious punishment, and thus have a much more salutary effect than at present ; while it may be hoped that presiding officers will be induced, from this consideration, to resort to it less frequently or summarily, so that appointments under our Government will no longer be characterized by that instability which has, without doubt, been heretofore one of the greatest and most general reproaches of our administration.

6th. Few things, at the same time, can have a more demoralizing effect than the reappointment, without sufficient cause or inquiry, of past offenders ; and I trust, therefore, that with so

much that is prejudicial on the one hand, and that is calculated to raise the character of our establishments on the other, I may confidently look for your zealous co-operation in endeavouring to carry out fully and effectually the instructions of the Court of Directors and the Government of India on this point.

38. If a District Superintendent of Police considers there are valid reasons for entertaining any person dismissed from employ, he may submit a report of the same to his immediate superior.

If the grade for which the candidate is recommended be not beyond the powers of a Deputy Inspector-General to appoint to, it will rest with the Deputy Inspector-General of the division to sanction or report the application.

The cases of appointment to the grade of Inspector must be submitted for the orders of the Inspector-General.

PROVISION FOR SONS OF DESERVING OLD NATIVE OFFICERS AND SOLDIERS.

39. Efforts should be made to provide amongst new establishments for the sons and relatives of those native officers and soldiers whose services, under the various reductions made, have been dispensed with, and whose characters and services entitle them to this consideration.

40. All such deserving old soldiers should be informed that if they will thoroughly qualify their sons for Government employ their own good services will not be forgotten, but will ensure for their children encouragement and consideration.

Old soldiers should be told to educate their sons.

It is but just that their good and faithful services should not be forgotten; and the particular attention of all police officers is requested to this subject.

APPENDIX.

No. I.

Bonds given by Policemen.

It is not advisable, as a rule, to take bonds from policemen, except from men in particular positions, but when bonds are taken from persons who become sureties for the proper conduct of members of the police force, they should be properly drawn and the requisite legal formalities duly attended to. A form of bond is annexed.

(FORM.)

Draft Form of security-bond to be given by where no real securities are lodged, but two sureties bind themselves as responsible for the due performance by the police officer of his duties.

KNOW ALL MEN that we A. of and
B. of in consideration of
C. being appointed in the Panjab Police Force, have bound ourselves, and are bound to the Inspector-General, for the time being, of the Panjab Police, in the sum of Rs. to be paid to

the said Inspector-General of Police for the time being, for which payment we bind ourselves, and each of us doth hereby bind himself, his heirs, executors, administrators firmly by these presents [sealed with our seals,] dated the _____ day of _____ of _____ A. D. 18 _____

WHEREAS the said C. has been appointed _____ as aforesaid, and has thereby become amenable, and has promised obedience to the rules of Police relating to the duties of _____ and otherwise generally to the rules framed, or to be framed, for the Panjab Police Force. Now the condition of this bond is such that, if the said C. shall, so long as he remains in the force, well and truly obey each and all the said rules, and shall not, in the opinion of the District Superintendent, or Officiating Superintendent under whom he is serving, be guilty of dishonesty, or breach of trust, or gross negligence or disobedience of orders, then and so long this bond shall not be put in force; but if at any time during his continuance in the force the said C. shall infringe any of the said rules, or shall be guilty of dishonesty, or breach of trust, or gross negligence, or disobedience to orders, as to which infringement or dishonesty, or breach of trust, or gross negligence, or disobedience to orders, the written decision of the District Superintendent of Police, or Officiating Superintendent for the time being, shall be accepted as conclusive evidence,—then this bond shall stand and remain in full force and effect, and the sum recoverable under this bond shall be by way of liquidated damages for the loss occasioned by the misconduct of the said C.

Signed and sealed by _____

In the presence of } _____

No. II.

Penalties for breach of contract.

The subjoined correspondence regarding bonds entered into by members of the force, and the recovery of penalties on breach of the conditions imposed by such bonds, indicates the course to be pursued.

Bonds entered into by policemen.

Recovery of penalties as liquidated damages still lawful.

These orders being the orders of Government, advantage may be taken of the provisions of Section 74 of Act IX of 1872.

No. 82—1,873, dated 1st July 1872.

From Inspector-General of Police, Panjab, to the Officiating Secretary to Government, Panjab.

I HAVE the honor to solicit the orders of Government on the following suggestions in connexion with the Security bonds taken from certain officials in the Police Department.

2. By Act IX of 1872, which comes into force on the 1st September, the law relating to the enforcement of penalties by way of liquidated damages is altered very materially, and such enforcement will only be lawful (Section 74) in respect of certain bonds given under the orders of Government.

3. In the Police Force we require bonds from recruits who cannot give satisfactory references to some known land-holder or other person of respectability; in certain cases we take security from Pay Sergeants, and in all cases from Court Inspectors.

4. The terms of the bonds entered into by the abovementioned persons provide that on breach of the conditions therein set out the full penalty stated shall be recoverable as liquidated damages.

5. It would be extremely difficult to assess, in individual cases, the amount of penalty that should be enforced by way of compensation to Government for the loss sustained by the breach of any of the conditions to a bond. Indeed, in the absence of legal provision to enforce the penalties stated in these bonds as liquidated damages, the value of these securities would almost entirely disappear. Acts forbidden by the conditions of the bonds may appear to those unacquainted with the relative value of the different checks maintained by our system a breach of a wholly unimportant contract, and thus a sum might be awarded wholly inadequate to maintain the existing guarantees against fraud.

6. It was on account of these considerations that the law of liquidated damages was saved so far as bonds taken in certain cases by order of Government are concerned. The bonds taken in the Police Department are taken by virtue of departmental orders, and therefore are not within the exception. I solicit the orders of Government directing that such bonds as are now and may be taken under departmental orders from persons holding certain offices in the police shall continue to be so taken, and thus we shall obtain the benefit of the exception to section 74 of the Indian Contract Act.

No. 2,382, dated 10th July 1872.

From Offg. Under-Secretary to Government, Panjab, to the Inspector-General of Police, Panjab.

In reply to your letter No. 82, dated 1st instant, on the subject of security bonds taken from certain police officials, I am directed, in accordance with the suggestions contained in your last para, to convey His Honor's orders for the taking of such bonds.

No. III.

Laws relating to stamp duty leviable on security bonds.

Act XVIII of 1869, section 15.—Nothing in this Act shall render the following instruments chargeable with duty :—

Unnecessary to stamp bonds executed by salaried officers of Government for the due execution of their duty.

(7.) Bond to Government for the due performance of the duties of any salaried office.

Financial Resolution by the Government of India, No. 391, dated 12th May 1870.

SEPARATE REVENUE (STAMPS.)

UNDER the provisions of Section 10, Act XVIII of 1869, the Governor-General of India in Council has pleased to exempt from stamp duty the mortgage deeds executed by salaried officers of Government as security for the due performance of their duties.

Act VII of 1870.—SCHEDULE II.

<i>Number.</i>	<i>Proper fee.</i>
6.—Bail bond or other instrument of obligation not otherwise provided for by this Act, when given by the direction of any Court or executive authority.	Eight annas.

Financial Resolution by Government of India, No. 47, of the 6th January 1871.

SEPARATE REVENUE (STAMPS.)

IN exercise of the power conferred by the Court Fees' Act 1870, section 35, the Governor-General of India in Council hereby remits throughout British India, the fees with which bonds and other instruments executed by salaried officers of Government, to secure the due performance of their duties, are chargeable under that Act, Schedule II, No. 6.

No IV.

Schedule showing the sanctioned complement of constables to be mounted on camels.

Circle.	District.	Sanctioned number of Mounted Constables.	Number of Constables who are to be mounted on Camels.
AMBALLA.	Ambalah	32	2
	Ludianah	18	1
	Simlah	"	"
	Dehli	34	4
	Gurgaon	24	3
	Karnal	16	2
	Hissar	44	14
	Rohtak	36	7
	Sirsa	25	15
	Firozpur	29	5
	TOTAL	258	53
LAHORE.	Lahore	65	7
	Anritsar	25	2
	Gurdaspur	20	"
	Jalandar	20	2
	Hushiarpur	20	"
	Kangra	"	"
	Multan	29	9
	Montgomery	24	7
	Mozaffargarh	20	7
	Jhang	24	14
	TOTAL	247	48
RAWALPINDI.	Rawalpindi	35	"
	Jhelam	18	"
	Gujrat	17	"
	Shahpur	22	1
	Gujranwalah	22	2
	Sialkot	24	"
	TOTAL	138	3
	GRAND TOTAL	643	104

No. V.

POLICE DEPARTMENT.

DISTRICT.

Descriptive Roll of

whose Discharge Certificate is on the reverse.

1	2	3	4	5	6	7	8	9
Number on register in the district in which verified.	Name and Parentage.	Caste.	RESIDENCE.	HEIGHT.				
			District.					
			Police Station.					
			Village.					
			Feet.					
			Inches.					
			Age on 1 st date					
			Distinctive marks.					
			Character.					
			Cause of discharge and date.					

Dated

187

District Superintendent of Police.

TO WHOM IT MAY CONCERN.

Certified that
from the

has been discharged from the Police Force
having served as follows :—

Organized Constabulary.

Former Service.

Organized Constabulary.		Years.	Months.	Days.	Former Service.		Years.	Months.	Days.
2nd Grade Constable	...				As				
1st do do	...				As				
2nd Grade Sergeant	...				As				
1st do do	...				As				
As									
Total	...					Total	...		

Years. Months. Days.

Grant Total Service ...

He has received a true and just account of his pay and arrears of pay from his first enrolment up to this date.

Dated

18 . }

District Superintendent of Police.

I acknowledge to have received in full all pay and arrears of pay from my first enrolment up to this date of my discharge.

Signature of witness.

Signature of party.

Medical examination of candidates for Government service.

PENSIONS AND GRATUITIES.

(Government of India, Financial Department, No. 798, dated 7th June 1873.)

READ—The undermentioned letters containing inquiries as to the nature of the examination to be conducted under Section 49, rule 2, of the Civil Pension Code :—

寒 亭 南 海 樓 臺

RESOLUTION—The Governor-General in Council observes that the medical examination prescribed by Section 49, rule 2 of the Civil Pension Code, should ordinarily be restricted to the vital organs. A medical officer should not, without some very special reason, inspect parts of the body which it is indecent to expose.

No. VII.

Fee for medical examination of candidates for Government service.

Circular No. 3 of 3rd January 1873.

From Secretary to Government Panjab, to all Heads of Departments and Commissioners,
Panjab.

Copy of the following forwarded for information.

No. 30 dated 3rd January 1873.

From Officiating Secretary to Government, Panjab, and its Dependencies, to Secretary to Financial Commissioner, Panjab.

I am desired to acknowledge the receipt of your letter No. 1,998 dated 10th ultimo, referring for orders a question which has arisen in connection with the medical certificate required by Section 49, (2) of the Civil Pension Code from persons entering the public service.

2. The points raised are two, *first*, whether the medical officer making the examination and granting the certificate, is entitled to claim a fee; and, if so, *secondly*, whether the fee should be paid by Government or by the candidate for employment in the public service.

3. The Financial Commissioner is of opinion that the Civil Surgeon should not have to make the examination and grant the certificate as part of his ordinary duties, but should receive a fee for every such examination and certificate; that the examination should be made on the requisition of the head of the department which the candidate seeks to enter; and that, in the case of gazetted appointments, the candidate should pay the medical fee, and in other cases that the fee should be paid by Government.

4. In reply I am to observe that the rule was avowedly made to protect the Government from "undue liability for invalid pensions"; the certificate is demanded in the interests of the Government, and not in those of the candidate; and it would not therefore, in the Lieutenant-Governor's opinion, be equitable to call upon the latter to pay any medical fee.

5. Nor does His Honor consider that the Civil Surgeon has any equitable claim on the Government to remuneration for making medical examinations of candidates for Government employ on the requisition of heads of departments. The duty will certainly not be an onerous one, and will not add in any appreciable degree to other duties of a Civil Surgeon, and it should be performed as part of the latter officer's ordinary official duties.

MEMORANDUM.

The following orders are superseded.

Appointments.

Circular 35 of 1862.
" 7 of 1870.
" 13 of 1871.

Enlistments.

Circular 81 of 1871.

" 88 "

" 95 "

" 11 of 1862.

Cir. Memo. 1137 of 1864.

Circular No. 34 "

Memo. No. 1319 of 1866.

Circular No. 4 of 1867.

Circular No. 12 " (Form C only.)

No. 2452 of 4th September 1869.

Circular 11 of 1869.

Memo 2143 of 27th July 1870.

Circular " 6 of 1871.

Circular 31 of 1872.

} Regarding bonds and sureties.

Circular No. 27 of 1872.

Memo No. 2,593 of 7th Sept. 1872. } Camel Sowars.

Memo No. 363 of 1st February 1873.

" " 1,753 of 4th July "

} Medical examination and fee.

BOOK CIRCULAR NO. XIV.

(No. 53.)

Dated 7th January 1874.

COURT INSPECTORS.

SECURITIES OF COURT INSPECTORS.

1. Each Court Inspector must furnish security. The amount may vary from 300 to 500 rupees, according to the discretion of the District Superintendent of Police.
Must furnish security.
2. The most convenient way of taking security, when a Court Inspector is possessed of cash, is to require him to purchase a Government promissory note or notes. In such cases the draft bond in form A of Appendix must be adopted.
Mode of taking the security.
3. In cases where a Court Inspector owns reality, or where he has no property, but can give good sureties for his behaviour, the bonds (marked B and C) drawn by the Government Advocate should be adopted.
When sureties may be given.
4. By Circular No. 7, dated 22nd January 1850, of the late Board of Administration, the Deputy Commissioner of Lahore was constituted custodian of all public securities filed by parties for the fulfilment of their obligations to Government: District Superintendents of Police should, therefore, send to the Deputy Commissioner of Lahore all Government promissory notes or debentures which are filed as security by Court Inspectors, but all bonds given by Court Inspectors the District Superintendents must carefully keep themselves.
Government notes, &c., of Court Inspectors to be sent to Deputy Commissioner, Lahore.
5. Security should not be demanded from Assistant Court Inspectors, as they should have nothing to do with the realizing of fines. If security bonds were taken from these officers it would probably lead to their being employed on duties which should be performed by Court Inspectors only, and the Government might suffer loss.
Security not to be demanded from Assistant Court Inspectors.

6. The law relating to the stamp duty leviable on such instruments is as follows:—

Act XVIII of 1869, Sec. 15.—Nothing in this Act shall render the following instruments chargeable with duty:—

* * * * *

(7) Bond to Government for the due performance of the duties of *any* salaried office.

Financial Resolution by the Government of India, No. 391, dated 12th May 1870.

SEPARATE REVENUE (STAMPS).

Under the provisions of Section 16, Act XVIII of 1869, the Governor-General of India in Council is pleased to exempt from stamp duty the mortgage deeds executed by salaried officers of Government as security for the due performance of their duties.

Act VII of 1870.—SCHEDULE II.

Number.		Proper fee.
6.—Bail bond or other instrument of obligation not otherwise provided for by this Act, when given by the direction of any Court or executive authority.	...	Eight annas.

Financial Resolution by Government of India, No. 47 of 6th January 1871.

SEPARATE REVENUE (STAMPS).

In exercise of the power conferred by the Court Fees Act, 1870, section 35, the Governor-General of India in Council hereby remits throughout British India the fees with which bonds and other instruments executed by salaried officers of Government to secure the due performance of their duties are chargeable under the the Act, Schedule II, No. 6.

7. Bonds taken from persons holding appointments in the police force are taken by orders of Government, and thereby the benefit of the exception of section 74 of the Indian Contract Act (*No. IX of 1872*) is obtained for the Government, and the said persons are liable to pay the whole sum mentioned therein.

Exemption of Government under the Indian Contract Act.

DUTIES OF COURT INSPECTORS.

8. The Court Inspector will, generally, only attend cases prosecuted in the court of the district officer: but, if necessary, he should also attend cases tried in other courts. During the cold season when the Deputy Commissioner goes into camp, the Court Inspector will, if required, accompany him.

To attend the court of district officer; also other courts.

Sessions cases to be taken up for trial by the Court Inspector.

9. All Sessions cases must be taken up for trial by the Court Inspector; or if he is unable to attend, by some officer of equal rank and intelligence.

10. For the prosecution of cases tried in the minor courts of sadr stations and for aiding the Court Inspector generally, intelligent officers, not below the rank of sergeant, from the reserve must be selected. They will act as deputies to the Court Inspector.

For subordinate courts Deputy Court Inspector will attend.

Duty in prosecuting cases.

11. In attending the prosecution of cases the Court Inspector or one of his deputies, will act as follows:—

Be present with the case in the court at the precise time ordered by the Magistrate. On the trial commencing, deliver the charge sheet and papers connected with the case, to the Magistrate. Be prepared to state briefly the nature of the case, should the Magistrate desire him to do so. Bring forward witnesses in the order that they are called for by the Magistrate.

Should an intermediate order be passed by the Magistrate, thereby preventing for that day any further procedure in the case, enter the said order in the Register (*Form No. VI annexed.*)

Should there be other cases for trial that day, bring them up quickly, quietly and without noise or confusion, and be careful that order is strictly preserved.

12. At the close of the day's work, Court Inspectors and their deputies will return to the office of the District Superintendent of Police, to complete and carry out all instructions they may have received from the Magistrate.

To arrange for obeying the orders passed.

13. The Court Inspector is responsible for giving notice to the District Superintendent of Police that the misls in certain cases of professional crime should be obtained from the Magistrate and forwarded to the Central Police Office.—(*Vide Book Circular VIII, paras 96—7.*)

To give notice of, the cases which should be sent to the C. P. O.

14. The Court Inspector is responsible for the proper serving of all warrants or summonses, and other processes ordered by the Magistrate.

Warrants and summonses.

Books to be kept.

15. The following books are to be kept by the Court Inspector and his deputies :—The forms are given in Appendix.

No. I.—Register of “ writs ” for fines received from the Magistrate.

No. II.—Register of stolen or unclaimed property in the custody of the police.

No. III.—Register of all warrants for the commitment of prisoners or lunatics.

No. IV.—Register of prisoners under remand on request of police, or by order of the Magistrate without request being made.

No. V.—Register of warrants and summonses.

No. VI.—Register of intermediate orders in cases.

16. All fines that the Court Inspector is ordered by Magistrate to recover must be realized through the agency of the police officer in charge of the station within which the defendant resides. This can only be done by simply endorsing on the back of the writ of fine the name of the said officer.

The police officer in charge of station must, however, recollect that his action should be confined to a mere *oral* demand, and may not amount to levying the fine by distress and sale. (*No. 56, Rulings J. C. Panjab, 16.*)

17. If the fine is paid the amount must be remitted by the police officer to whom the order was endorsed to the tahsil treasury, unless the sadr police officer should be nearer to the residence of defendant. The Tahsildar will acknowledge the receipt of the money on the back of the writ and return it to the police. This original writ, thus receipted, will be sent back to the sadr.

18. If the money is realized by the police and sent to a sadr and not to a tahsil treasury, the original writ must accompany the money. The Court Inspector will receive the writ and the money, and before returning the writ to the Magistrate will endorse on the back the date on which the money was paid to the sheriff or treasury, and serial number of the treasury receipt.

19. If the writ is issued by a Tahsildar or subordinate magistrate, it will be addressed to the police officer in charge of the station within whose limits the defendant resides ; the police officer will execute it and return it to the magistrate.

20. When the amount of fine is not realizable, then the police must return the writ to the Court Inspector or subordinate magistrate, as the case may be, with a memorandum on the back that the writ was duly presented to the parties concerned, but the amount could not be obtained ; this statement must be signed by one of the lampardars of the offender's village, or by the Patwari.

21. Within one fortnight of the receipt by the police department of a writ of fine, the writ must be returned to the Magistrate who issued it, with the result duly reported on the back according to foregoing instructions.

22. All moneys received by the Court Inspector for judicial fines must be paid by him into the treasury on the day he receives the said fines ; should holidays, &c., prevent this, he must deposit the money in the sadr police station.

23. Separate receipts will not be granted for each fine realized, but one receipt for all money paid in during the day. The Court Inspector must therefore enter the serial number of the receipt for all the moneys of the day on which a fine was paid in, or the serial number of receipt opposite each fine then paid in.

24. On days on which sadr courts are closed, the Court Inspector or one of his deputies must attend at the sadr police station to receive all prisoners' money &c., and grant receipts for the same, so that the work of the department may not be impeded.

25. District Superintendents will check monthly the cash transactions of the Court Inspector. The most effectual way of checking the Court Inspector's accounts is, with the permission of the courts concerned, to compare the entries made in the police register with those in the register of fines kept up by every Criminal Court, (*No. XX of C. C. B. C. No. I of 1871.*)

26. The Court Inspector is prohibited from being in any way concerned with the feeding of prisoners under trial. The police department may not undertake this duty.

27. He is also prohibited from keeping the document commonly known as the "diary of witnesses." He may not regulate or despatch the district dak. This arrangement must be left to the Magistrate.

28. He is responsible for, and has charge of all property connected with cases under trial; and of stolen or unclaimed property until the cases are settled.

29. As a rule, the police who bring prisoners for trial from the various police stations should not have charge of the said prisoners during the trial. The Court Inspector will be responsible for reporting to the District Superintendent of Police if the police are not changed. Such of the police as are not required to give evidence in the case must be sent back to the station they came from with the least possible delay.

CUSTODY OF PROPERTY.

30. The following rules for the guidance of the police in respect of the custody of property must be most carefully observed.

Circular V of 1867, issued by the Chief Court of the Panjab, is reprinted for convenience of reference, after para 37.

31. The police in the course of duty take charge of property under two classes of circumstances. First, in connection with cases they may be investigating (*Section 415 of Criminal Procedure Code*); and, secondly, as being unclaimed (*Section 25 of Act V of 1871*).

I.—Property connected with cases.

32. A case diary containing full particulars of such property, will be submitted, by the next opportunity to the District Superintendent, forming one of the series of reports in the case. The number and date of the charge register of the case must be inserted in the labels attached to each article in custody.

33. The Court Inspector will, on arrival of a case from a police station, check the property sent in with the detail given in the *road certificate*. If correct, he will receipt the road certificate and return it to the station officer. If not correct, he will note on it the deficiency.

34. Each day, when the courts close, all property belonging to cases under trial is to be brought to the Court Inspector, who is personally to satisfy himself in respect to each article, and to lock all of them up after noting them in Book No. II.

Each day, when the courts open, the Court Inspector should personally unlock the box containing the property required for the day, and deliver it over to the Assistant Court Inspectors concerned. He should then re-lock the box, which is only to be opened in his presence.

35. Articles produced before committing magistrates, which are required in evidence at sessions trials, should be enclosed in a parcel in presence of the Magistrate, closed and sealed with the seal of the court. The parcel is then to be made over to the Court Inspector, who will be held responsible for producing it with the seals intact before the Sessions Judge.

II.—Unclaimed property.

36. Court Inspectors will, under the orders of the Chief Court, have the custody of property connected with cases till the final orders are passed.

37. Special sentries are not to be furnished for the magisterial malkhanas. If secure doors and locks are provided, it should be sufficient for the sergeant who relieves the sentries on the treasury every two hours, to examine the doors and locks of the malkhana on each visit made with the reliefs.

Chief Court Book Circular No. V of 1867, dated 19th February 1867.

THE Chief Court are pleased to issue the following instructions for the guidance of Magistrates in regard to the custody of property sent in by the police :

2. This property is usually of three kinds :—

I.—Articles transmitted to the Magistrate, under section 127 of the Code of Criminal Procedure, with the police report in cases sent up for trial.

II.—Property seized by the police as stolen property, and ordered by the Magistrate, under section 415 of the Code of Criminal Procedure, to be forwarded to head-quarters.

III.—Property taken charge of by the police under section 26 of Act V of 1861, and ordered by the Magistrate to be forwarded to head-quarters.

3. With regard to property of the first kind, the police department will retain charge of it pending the disposal of the case. When the case is decided, the property, if not returned to the owner, will be made over to the Nazir for safe custody.

4. Property of the second kind, when sent in to head-quarters, will remain in the custody of the police until the Magistrate make an order for the issue of a proclamation under section 416 of the Criminal Procedure Code, when it should be transferred to the custody of Nazir.

5. Property of the third kind should, on arrival at head-quarters, be made over at once to the Nazir by the police department.

6. In any case where the property consists of bullion, coin, or jewels, and is of great value, say above one thousand rupees, it should, instead of being made over under the preceding rules to the Nazir, be made over to the Treasurer,—the bullion at its estimated value in cash, the coin as a regular deposit, and the jewels as an extraordinary deposit, which need not be entered in the ordinary Register, but in a special Register. This Register should be countersigned every month by the Deputy Commissioner,

7. Until the property is, under the preceding rules, made over to the Nazir or the Treasurer, the police department will continue responsible for its safe custody. When so made over, the responsibility for its safe custody will rest with the Nazir or Treasurer, as the case may be.

8. The Nazir should be provided with a strong box, or malkhana for the custody of all property made over to him, including bullion, coin, or jewels of less value than one thousand rupees. This strong box, or malkhana, will be guarded by the police, with the Government property, either in the kacheri or treasury, as may be arranged by the Magistrate in consultation with the District Superintendent of Police. Every article deposited in the malkhana is to be entered in a Register, which should be countersigned every month by the Deputy Commissioner or one of his Assistants; and an inspection of the malkhana and of its contents should be made at least once in every six months by the Magistrate of the district, or one of his Assistants.

9. Book Circulars XVII of 1864 and IV of 1865 are superseded by these instructions.

WITNESSES.

Treatment of witnesses who are responsible for their own appearance in court.

38. District Superintendents must carefully explain the provisions of section 130 of Act X of 1872 (Criminal Procedure Code) to Court Inspectors and Deputy Inspectors.

Officers in charge of rural stations, at the time of taking recognizances from witnesses, should acquaint them that information will be readily afforded them at the District Superintendent's office as to the court in which and the time at which the case they give evidence in, will be tried.

It must be remembered that the recognizance bond is the only security for a witness who has not refused to attend at court or execute such document, and it is as improper for the Court Inspector to be held responsible for the presence of witnesses at court as to send a policeman with them from the police station.

39. A permanent advance of money will be made to the Court Inspector to pay for the diet of witnesses. Small fixed sums are to be allotted also to each police station by the District Superintendent, Police.

The Court Inspector and the different Deputy Inspectors in charge of stations will be severally responsible for the sums so advanced to them.

40. At the sadar station the Court Inspector must be held responsible for making inquiry from complainants and witnesses, in cognizable cases sent for trial by the police, whether they have received diet money.

At tahsils the Deputy Court Inspector must perform this duty.

The District Superintendent or Assistant District Superintendent hearing the charge sheet should also always satisfy himself that the diet money has been disbursed.

DESTRUCTION OF COURT INSPECTOR'S RECORDS.

41. Records will be destroyed as shown against each book.

	<i>To be destroyed.</i>
I.—Register of writs received from Magistrate for fines.	} At expiration of 10 years.
II.—Register of stolen or unclaimed property in custody of police.	
III.—Register of warrants for commitment of prisoners or lunatics.	} 3 years from date of last entry.
IV.—Register of prisoners under remand on request of Police, or by order of the Magistrate.	
V.—Register of return of warrants (<i>not being for commitment</i>) and summonses received by Police.	} At expiration of 10 years.
VI.—Register of intermediate orders on cases.	
	} Shortly after being filled up.
	} 2 years after completion.
	Ditto.

TRANSFERS OF COURT INSPECTORS.

42. As Court Inspectors are employed in duties in which Deputy Commissioners are personally concerned, the following rules must be attended to.

Transfers of Court Inspectors.
Court Inspectors, ordinarily, not to be transferred without concurrence of Deputy Commissioner.

I. No Court Inspector shall be transferred, except in cases of emergency, without the concurrence of the Deputy Commissioner.

II. If, in the exercise of the power conferred on him by rule I, a Deputy Commissioner objects to the transfer of the Court Inspector employed in his district, the transfer shall be held in abeyance pending a reference, which the Deputy Inspector-General of Police of the Circle may make, if he considers such transfer desirable. The Deputy Inspector-General shall forward with such reference, a statement of his reasons, together with a copy of the Deputy Commissioner's objection, for the orders of the Local Government.

Meaning of expression "cases of emergency."

III. The expression "cases of emergency" includes the following circumstances:—

- (a.) A Court Inspector applying for leave and being entitled to it. In this case his place may be supplied by the transfer of a Court Inspector, if the Deputy Inspector-General considers it necessary.
- (b.) On the death, conviction, discharge or dismissal of a Court Inspector, the Deputy Inspector-General may, if he thinks it necessary, transfer a Court Inspector to fill his place.

APPENDIX.

A.

Form of Bond to be given by Court Inspectors when Government Promissory Notes, endorsed over to the District Superintendent for the time being, are lodged as security.

KNOW ALL MEN that I, _____ son of _____ in consideration of having been appointed a Court Inspector in the Panjab Police, have endorsed over to the District Superintendent of Police at _____ a Government promissory note, value Rs. _____, No. _____ dated _____ bearing interest at _____ per centum, which interest is to be regularly paid to me by the said District Superintendent; and when I vacate the office of Court Inspector otherwise than by proceeding on leave or furlough, the promissory note aforementioned is to be returned and re-endorsed to me, except I forfeit it in the manner hereinafter described.

WHEREAS I have been appointed Court Inspector as aforesaid, and have thereby become amenable, and have promised obedience to the Rules of Police Book Circular XIV dated 7th January 1874 (relating to the duties of Court Inspector) and otherwise generally to the rules framed or to be framed for the guidance of the Panjab Police, and to the Acts and Orders of Government regulating their conduct. Now the condition of this bond is such that if I, the said _____ so long as I remain such Court Inspector, well and truly obey each and all the said Rules, Acts, and Orders, and shall not in the opinion of the District Superintendent or Officiating District Superintendent under whom I am serving be guilty of dishonesty, or breach

the expense of the said A, re-convey the said mortgaged premises to the said A, his heirs, representatives, or assigns. But that if the said A shall not on demand pay to the Secretary of State the said sum of rupees, it shall thereupon be lawful for the Secretary of State, by the said District Superintendent of Police, or Officiating Superintendent for the time being, to sell the said land, houses and property, or any part thereof by public auction or private contract at such prices as shall appear to the officer so selling to be reasonable, and to execute all necessary deeds for effectuating such sale; and the said deeds shall be good and effectual, whether the said A shall or shall not join in them. And it is hereby declared that this power of sale may be exercised notwithstanding that no decree for foreclosing the equity of redemption of the said premises shall have been obtained, and that the receipt in writing of the officer so selling, for moneys to arise from any such sale, shall discharge the person paying the same from all liability as to the application thereof; and the said Secretary of State shall hold the moneys to arise from such sale in trust first to retain all expenses of sale, and then to pay to himself the said sum of rupees, by way of liquidated damages, and then to pay the surplus, if any, to the said A or his representatives. In witness whereof the said Secretary of State, by , acting on his behalf, and the said A have hereunto set their respective hands and seals.

In the presence of

Signed and sealed by

(District Superintendent's and Court Inspector's
Signatures.)

This deed must have the proper *ad valorem* stamp under Act X of 1862.

C.

Draft Form of security bond to be given by Court Inspectors, where no real securities are lodged, but two sureties bind themselves as responsible for the due performance by the Court Inspector of his duties.

KNOW ALL MEN that we A of and B of in consideration of C being appointed Court Inspector in the Panjab Police Force, have bound ourselves, and are bound to , or to the Inspector-General for the time being of the Panjab Police, in the sum of Rs. to be paid to the said , or to the said Inspector-General of Police for the time being, for which payment we bind ourselves, and each of us doth hereby bind himself, his heirs, executors, administrators, firmly by these presents. [Sealed with our seals.] Dated the day of A. D. 18

Whereas the said C. has been appointed Court Inspector as aforesaid and has thereby become amenable, and has promised obedience to the rules of Police Book Circular XIV dated, 7th January 1874 relating to the duties of Court Inspectors, and otherwise generally to the rules framed or to be framed for the Panjab Police force. Now the condition of this bond is such that if the said C shall, so long as he remains such Court Inspector, well and truly obey each and all the said rules, and shall not in the opinion of the District Superintendent or Officiating Superintendent under whom he is serving, be guilty of dishonesty, or breach of trust, or gross negligence or disobedience of orders, then and so long this bond shall not be put in force; but if, at any time, during his continuance as Court Inspector, the said C shall infringe any of the said rules, or shall be guilty of dishonesty, or breach of trust, or gross negligence, or disobedience to orders, as to which infringement or dishonesty, or breach of trust, or gross negligence, or disobedience to orders, the written

decision of the District Superintendent of Police or Officiating Superintendent for the time being shall be accepted as conclusive evidence ; then this bond shall stand and remain in full force and effect, and the sum recoverable under this bond shall be by way of liquidated damages for the loss occasioned by the misconduct of the said C.

In the presence of

Signed and sealed by

} (A)

} (B)

The proper *ad valorem* stamp under Act X of 1862 should be affixed.

No. I.

REGISTER of Writs for Fines received from the Magistrate.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Serial number.	Name, caste, occupation and residence of person fined.	For what offence fined.				HOW TO BE DISPOSED OF WHEN REALIZED.		STAGES TAKEN BY THE POLICE TO REALIZE.						
		By whom fined.	Date of writ of fine.	Amount of fine.				Date of receipt of writ by Court Inspector.	Date of endorsement and despatch, and name of officer to whom endorsed.	Amount realized how disposed of.	Receipts.			REMARKS.
						Amount to be paid to sheriff on account of plaintiff.	Amount to be paid into treasury.			Paid to sheriff amount and date.	Paid into treasury amount and date.	Sheriff's receipts.	Serial No. of Treasury receipt for moneys, including this fine.	

No. II.

Deposit Register of Stolen or Unclaimed Property, &c.

1	2	3	4	5	6	7	8	9	10	11
Number.	Name of Police Station from which received.	Name of Plaintiff.	Name of Defendant.	Offence.	Date of receipt.	Detail of stolen property.	Detail of unclaimed property.	Date of delivery.	To whom made over.	REMARKS.

No. III.

Register Book of all Warrants for the Commitment of Prisoners or Lunatics.

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Number of Parwanah.	Number of Case.	Name of Plaintiff.	DESCRIPTION OF DEFENDANT.						Offence.	Order.	By whose order.	Date of release.	Detail of property received.
			Name of Defendant.	Father's name.	Caste.	Residence.	What occupation.	Age.					

No. IV.

Register of Prisoners under Remand on request of Police, or order of Magistrate without request being made.

1	2	3	4	5	6	7	8
Number.	Name of plaintiff.	Name of defendant.	Offence.	Date of admission.	Name of Court.	Articles received from the prisoner.	REMARKS.

No. V.

*Return of Warrants (not being for Commitment) and Summonses received by the Police,
or in the possession of the Police from the 1st of to of,*

1	2	3	4	5	6	7	8	9	10	11
Number.	Name, Caste, Occupation and residence of person on whom the process is to be served.	For what offence issued.	Nature and object of process.	By whom issued.	Date of process.	STEPS TAKEN BY THE POLICE TO CARRY OUT.				REMARKS.
						Date of receipt of process by the Police Department.	Date of endorsement and despatch, and name of police officer to whom endorsed.	Date of execution of process.	Date on which the original process was returned by the Magistrate.	

No. VI.

Register of Intermediate Orders in cases.

1	2	3	4	5	6	7
Number.	Plaintiff.	Defendant.	Charge.	Intermediate order.	Final order.	REMARKS.

MEMORANDUM.

The following Circulars and Orders are superseded :—

Circular 88 of 1861.
 " 60 of 1862.
 " 9 of 1863.
 " 19 of "
 " 12 of 1865.
 " 12 of 1867.
 " 13 of "
 Cir. M. 1,445 "
 " 1,473 "
 Circular 48 of 1868.
 " 36 of 1869.
 " 9 of 1870.
 " 17 of "
 Memo 2,143 of 27th July 1870.
 Circular 6 of 1871.
 " 22 of "
 Memo 4,754 of 17th July 1871.
 Circular 31 of 1872.
 Circular 41 "
 Memo 3,482 of 6th December 1872.

BOOK CIRCULAR No. XV.

(No. 61.)

Dated 8th January 1874.

INQUESTS.

Inquests.,

Sec. 133, Act X of 1872.

1. THE officer in charge of a police station, on receiving notice or information of the unnatural or sudden death of any person, shall :—

I.—Immediately give intimation thereof to the nearest magistrate duly authorized (*to hold inquests*) under sections 22, 25 and 27 of the Criminal Procedure Code.

Give intimation to magis-
trate.

Proceed to scene.

II.—Proceed to the place where the body of such deceased person is.

III.—There, in the presence of two or more responsible inhabitants of the neighbourhood, make an investigation.

Make inquiry.

IV.—Report the apparent cause of death, describing any mark of violence which may be found on the body, and stating in what manner or by what weapon or instrument, such mark appears to have been inflicted.

Prepare report.

V.—The report shall be signed by such police officer and other persons, or by so many of them as concur therein, and shall be forthwith forwarded, to the magistrate of the district, or to the magistrate of the division of a district.

Submit report to magistrate.

VI.—When there is any doubt regarding the cause of death, the police officer shall forward the body, with a view to its being examined, to the nearest Civil Surgeon or other medical officer appointed in this behalf by the local Government, if the state of the weather and the distance admit of its being so forwarded without risk of putrefaction on the road.

Forward body for medical report when necessary.

Instructions for guidance in carrying out above orders.

2. For insuring the uniform, systematic, and thorough performance of these important duties, the following instructions must be carefully carried out.

When death is sudden but not unnatural.

3. After investigation, if the death appears to have been sudden but not unnatural, the officer conducting the inquest shall draw up a report, in writing, in the form given as No. I in Appendix to this circular.

Inquest report.

This report, duly signed by himself and such two or more persons who have, together with him, held the inquest, he will submit to the magistrate of the district, through the usual channel.

4. It is very necessary that, in cases of deaths reported by the subordinate police as sudden though natural, the officer to whom the report is sent should be able to form, from the report itself, some opinion as to whether the death probably was, though sudden, yet natural.

The report should be a good clue to the probable nature of the death.

5. It may so happen that a death honestly supposed at the time to be natural though sudden and reported as such, is subsequently discovered or suspected to have been unnatural. In such cases a carefully detailed inquest report such as that prescribed, must have elicited and recorded facts probably of paramount importance for the success of any subsequent inquiry and without which such inquiry would possibly be useless.

A death at first supposed to be natural may subsequently be found to be unnatural.

6. The inquest being completed, a receipt shall be taken from the friends of the deceased for each article specified in the list of clothing, &c., and the body be then made over to them, with the said clothing, &c.

Receipt to be taken for articles specified in list.

When the death is unnatural.

7. If the death is reported and appears to have been unnatural and the case occurs at a station where there is a Civil Surgeon or some medical officer performing his duties, a report must at once be sent to him by the District Superintendent of Police or his assistant, requesting his attendance at once at the inquest to examine it, stating where the body is and that the examination of it by the police will not commence until it is known whether he will attend or not.

Notice to the medical officer to attend inquest.

8. The police officer conducting the inquest, directly he arrives on the spot, must promptly take the following measures for securing and preventing the removal of what evidence may exist on the body and the spot itself :—

Preservation of evidence and points to be attended to regarding the body.

Crowding near body to be prohibited.

No one to touch body.

Foot-prints to be covered.

IV.—Draw carefully a plan of the place to be made.

V.—If the body lying untouched, waiting for the arrival of the Surgeon, on the spot where death occurred is an inconvenience to the public ; or if the body is on the highway or in a public place, where its remaining attracts a crowd, causing possibly a tumult, then the body, after an accurate description of it has been written down in the manner hereinafter described and after the spot where it lies has been carefully marked, must be moved to the nearest place where it can lie without causing public inconvenience. Great care should be taken in thus moving it to disarrange the position of death as little as possible.

VI.—If the body does not lie in any of the places above objected to and there is no absolute necessity for moving it, then it must on no account be touched. It is most important that the Surgeon should see it exactly in the posture it assumed when death occurred.

VII.—The police must be prepared, on the arrival of the Surgeon, to inform him briefly of all the facts of the case known to them.

Police to explain facts of case to Civil Surgeon.

VIII.—When the Surgeon has completed his examination then the police officer will arrange for the disposal of the body as the Surgeon may direct ; but, before doing so, he will prepare an inquest paper for transmission to the District Superintendent.

9. Having taken all the above measures, then the officer will proceed to hold an inquest as ordered in para 1, and will submit result in form No. II of Appendix. This must be carefully filled in, especially in cases of death by violence.

10. In all cases an accurate description of each article of clothing, ornaments, covering, weapons, &c., found on or near a corpse, distinguishing between those found on and those found near the body, must be carefully recorded in the report.

11. Each article found as above should separately be labelled, numbered and sealed, and the superscription of the seal used should be described.

12. Clothing actually covering a body or adhering to it should not be removed, but should be marked as above and be described carefully in the report.

But ornaments and loose and detached articles of clothing, weapons, &c., should be securely fastened up into a packet, after being marked as ordered in para 11, and be sent in with the body.

Removeable and loose articles to be secured in a packet and sealed.

Articles adhering to a body not to be removed.

Articles found on or near a corpse to be detailed.

Inquest report to be prepared.

Police to arrange for disposal of body.

Plan of scene of death.

13. The plan of scene of death, ordered in rule IV, under para 8, should be attached to the inquest report.

14. When comparing a shoe with an impression or print on the ground, the shoe should be placed by the *side* of the impression, and not *on it*; and the comparison should be made with the shoes of *both* feet. Several such comparisons should be made, and, if possible, in the presence of witnesses:

The peculiarities of the foot-marks discovered, their correspondence with the shoes supposed to have made them, &c., should be observed and recorded in writing on the spot. A mere similarity in the sole of a shoe with a foot-print is of small value in evidence; some striking peculiarity must be detected.

15. If the death is one by poisoning the particulars required by Form No. III of Appendix must be given, *in addition* to those detailed in Form No. II.

Preparation of corpse for transmission to sadr.

16. The inquest being completed the following procedure will be adopted:—

Clothes which actually cover the body, or are attached to or sticking to it, must not be removed from the corpse. No probable cause of death, such as rope or cloth or other article used to effect strangulation or hanging, should be removed from the body.

17. Great care must be taken that articles of clothing or other things left on the body are so securely attached to it that they cannot readily be removed from it on the journey to the sadr station. Each article left on the body must be labelled, numbered, sealed and accurately described in the report sent in with the body.

18. Clothes not actually required to cover the body and not attached or sticking to it, and all ornaments, loose articles and shoes must be removed and securely packed up.

Each article to be labelled, numbered, sealed and accurately described in the report sent in with the body.

19. All blood-stains, marks, rents and anything peculiar observed on each article, to be specially noted in the description of that article.

The utmost care must be taken in removing clothes, &c., that they are not destroyed or injured. If such does unfortunately happen, a special note must be made, describing how the injury occurred and the extent of it. All such injuries greatly lessen the chances of the clothes being recognized by the friends of the deceased.

20. If the Civil Surgeon has been unable to attend the inquest, it should be borne in mind that it is a great object to get the corpse placed before him as nearly as possible in the position it assumed when death ensued; the position of the body and of the clothes should therefore be disturbed as little as possible.

21. In cases of death by hanging, the report should always notice the mode in which the other end of the rope was attached to the support; and in cases of supposed hanging, whether the article said to have been used to suspend the body was actually strong enough to bear its weight.

22. Whenever it may be necessary to obtain the examination of any substance by the Chemical Examiner, the police officer conducting the inquest must send such substance with the least possible delay to the Civil Surgeon, under police escort.

Care in delivery of substance.
23. The police in charge of the said substance must so take charge of it that they may be able to affirm and prove that no substitution could possibly have been effected, and that it was safely delivered to the medical officer.

24. Care must be taken to use scrupulously clean vessels for the reception of vomited matter, *excreta*, &c., and the jars containing such substances must be securely tied down, labelled and sealed, to prevent the possibility of the contents being tampered with. The superscription of the seal used to be stated in the report accompanying them.

25. *Viscera* or anything likely to be damaged by evaporation, must be enclosed in a clean glazed jar or suitable receptacle, the mouth of which is securely covered and tied down with skin.

Glass bazar phials, or well-corked bottles, will serve for vomit, *excreta*, &c.

26. It is very necessary to furnish full, careful and accurate reports for the Chemical Examiner in all poisoning cases requiring his opinion. Experience has shown that, where the reports are meagre several poisons must be experimentally tested for, and in doing this a considerable portion of the subject forwarded for examination must be used up, thus rendering the chance of eventual success uncertain, particularly when small doses of rapidly acting poison have been administered.

27. District Superintendents must, therefore, see that English copies of the inquest reports are furnished, and all available information which can possibly be of use to the Chemical Examiner in enabling him to form an opinion as to what kind of poison was employed.

28. At the same time it must be recollected that, it was ruled by the Judicial Commissioner that it is not the duty of the police, so far as human subjects are concerned, to correspond with the Chemical Examiner; that all questions by the police department should be put through the Civil Surgeon, who can, if he deems proper, make arrangements for sending parts of the body for chemical analysis.

29. As regards all portions of *animals* needing analysis the police department will send them direct to the Chemical Examiner, and not through the Civil Surgeon. In such cases the correspondence on the subject must also be direct with that officer.

30. Officers must be careful not to send the contents of stomachs to the Chemical Examiner without good grounds for suspecting that death has resulted from poisoning.

31. The list of all the clothes and other articles being completed and all duly labelled, numbered, secured and sealed, and all vomited matter, *excreta* and other substances similarly secured in suitable receptacles, the officer conducting the inquest will despatch the body to the *sadr*.

Examination of bodies by medical officers.

32. On the subject of the examination of bodies by medical officers, the Chief Court, in Book Circular No. XVI of 17th September 1870, have observed as follows :—

3rd.—Instances have occurred in which, owing to the advanced stage of decomposition in which a corpse has been found, no proper investigation has been attempted, and the distastefulness of the task has been urged as an excuse. Medical officers are reminded that no such excuse can be accepted, and that, whatever the state of the body, the most thorough investigation of all particulars which, under the circumstances, is possible, must in every instance be carried out.

Police to send in bodies to Civil Surgeons.

33. The following were the rules issued by the Judicial Commissioner in Book Circular No. 20 of 1862, on the subject of sending in bodies to the sadr for medical examination :—

RULES.

1. A convenient and strong doolee shall be provided and kept up by Deputy Commissioners at every 1st and 2nd class police station, the expenses of construction being charged in their contingent bills.

2. Whenever a dead body is brought for transmission to a sadr station, a layer of charcoal should be first laid in the doolee, two inches deep, and the body being placed thereon should be covered with charcoal, and thus sent in.

3. The charcoal, on return of the doolee, should be spread in the sun and thoroughly dried.

4. The cost of transit and other incidental expenses should be charged in the contingent bills.

5. The police department will, under instructions from the Inspector-General, be responsible for the proper care of the doolees, and use of charcoal ; but it rests with the Deputy Commissioner to supply both, and to repair the former when needed.

6. When a corpse or a wounded person is sent by the police for any purpose connected with judicial enquiry the cost of transit and other incidental expenses must be paid by the Nazir of the court, on the presentation of a bill by the police department for the said expenses.

This bill should accompany each case and be paid immediately it is presented.

Body to be protected from flies.

34. Leafy boughs should be placed over the corpse to keep off the flies ; and every effort made to get the body in quickly to the Civil Surgeon.

35. If the facts disclose a cognizable offence, the witnesses to the identification of the body being that of the person said to have been murdered and on which the inquest was held, must be bound over to appear before the Magistrate on the day the corpse is supposed to reach the sadr, or within such time as may be reasonable.

36. Two of the police party that attended the inquest should form a part of the escort taking the body into the sadr, so that they also may witness as to identity of the corpse with that of the murdered person over which the inquest was held.

Body to be placed in dead-house.

37. On arrival of the body at the sadr it must be placed in the dead-house and the Civil Surgeon at once informed of its arrival.

With the arrival of the body the District Superintendent of Police should give to the Civil Surgeon such a general description of what is known of the case, that the attention of the medical officer may be turned in the right direction.

The police escort to guard corpse in dead-house.

38. The police escort shall form a part of the watch set over the dead-house to guard the corpse until it is no longer required for the ends of justice.

39. The duty of afterwards disposing of the body, or parts of it, that have been sent to the sadr for examination, whether by burial or transmission to the Chemical Examiner, may not be undertaken by this department.

Disposal of body not to rest with police.

40. Officers in command of police guards at jails are to be considered as invested with the powers of an officer in charge of a police station, so far as inquests in jails are concerned.

41. The duty of officers commanding jail guards, in cases of sudden or unnatural death within the precincts of the prison, is merely to report at once to the Deputy Commissioner, and to take custody of the deceased person's body.

Officer of guard to send report and take charge of body.

Body not to be touched until arrival of Magistrate or medical officer.

42. The body should not be interfered with, but be left in the same position in which discovered, until arrival of the Magistrate or medical officer.

Circular No. 7—838, of 22nd June, 1869.

From Secretary to Government, Panjab, to all Commissioners, Panjab.

In para 185 of the Jail Manual, it is ordered that "in all cases of suicide in prison, or deaths from other than natural causes among the prisoners, an inquest is to be held on the body, and a careful enquiry made into the circumstances of the case," but no instructions are given as to the manner in which, and the persons by whom, the inquest is to be held.

2. The Hon'ble the Lieutenant-Governor is now pleased to issue the following rules on the subject, which he desires may be strictly observed by all concerned:—

I. On the occurrence of an unnatural or sudden death within the walls of a prison, it shall be the duty of the *Barogah* at once to report the occurrence to the officer of the police guard, who shall, for the above purpose, be deemed in charge of a police station.

II. The police officer will at once send intimation of the occurrence to the district officer, or officer carrying on the duties of the district officer in the station, and will proceed within the jail enclosure and take charge of the deceased's body, pending instructions.

III. The district officer will, on receipt of the intimation, proceed himself, or depute another judicial officer to proceed, to the jail, and hold an inquest into the circumstances of the deceased's death.

IV. The officer in charge of the jail, when reporting the circumstances of the occurrence to the Inspector-General of Prisons, should invariably furnish a copy of the finding of the Magistrate who conducted the inquest.

Circular No. 17—1771, Judicial Department, dated 18th December 1869, from Secretary to Government, Panjab, to all Commissioners and Inspector-General of Police, Panjab.

In the course of an inquest held lately, under the provisions of Circular No. 7 of 22nd June 1869, on the occurrence of a sudden death in jail, it transpired that the body of the deceased prisoner was removed from the cell and the cell swept out before the inquest was held.

2. In future, it should be considered a standing order that, on the occurrence of unnatural or sudden death in jail, the body is, if possible, to be left in the same position in which it is found, until the arrival of the Magistrate or medical officer.

Inquests within Railway limits.

43. The police officer in charge of a railway police station, on receiving notice or information of the unnatural or sudden death of any person, shall immediately act as prescribed by section 133, Criminal Procedure Code, forwarding the inquest report to the Magistrate of the district, or to the Magistrate of the division of the district.

44. The attention of officers is drawn to the great necessity for a very searching enquiry into all cases of deaths by accident within railway limits, with a view to ascertaining if they have been caused by a breach of any of the authorized rules of the railway company.

45. In all cases of death, therefore, arising from accidents within railway limits, the Assistant Inspector General of Railway police, or, in his absence, the District Superintendent of Police or his Assistant, will draw up and submit to the Magistrate of the district a complete report, in English, showing fully how the accident occurred.

APPENDIX.

FORM No. 1.

DEATH REPORT No.

POLICE STATION (Name)

Dated

SUDDEN DEATH FROM *Natural* CAUSES.

1. Name of the place where death occurred	...	
2. Distance and direction from the police station in whose jurisdiction it is	...	
3. Date and hour of discovery of the death	...	
4. Names, parentage and residence of two or more persons who identify the body as that of the deceased person named in this report. NOTE.— <i>Relatives of deceased, or two respectable witnesses to identification should be obtained if possible.</i>	of of	Son Resident of Son of Resident
5. Name of deceased Parentage Caste Residence Condition in life	
6. Age and sex	...	{ Age Sex
7. Condition of the clothes, ornaments, &c., as not indicating an <i>unnatural</i> death	...	
8. Position of the limbs, eyes and mouth	...	
9. Expression of the countenance	...	
10. Injuries or marks of violence the body may have received WOUNDS AND BRUISES.— <i>Position, length and breadth.</i>	...	
11. Blood, liquid or clotted—where oozed from and to what amount	...	
12. In what manner, or by what weapon or instrument such marks of injuries or of violence appear to have been inflicted	...	
13. Is the body well nourished and vigorous, or emaciated and weak	...	
14. Apparent cause of death	...	
15. Any signs of the death having been caused by violence or poison, or any rumours of such being the case	...	

See particulars on reverse.

(Entries to be made on reverse of Form I.).

1. Description of each article of clothing, ornaments, covering, weapons, &c., found on or near the corpse.

2.—Sketch plan of the place where the body was found.

3—Brief history of the case.

Date_____187 .	Signatures of two or more respectable inhabitants of the neighbourhood witnessing the inquest.)	Signature of officer conducting the inquest.)
	A_____	(Name)
	R_____	(Rank)

FORM No. II.

DEATH REPORT No.

POLICE STATION (Name)

Dated

UNNATURAL DEATH BY VIOLENCE.

1. Name of place where the death occurred.
2. Distance and direction from police station in whose jurisdiction it is.
3. Date and hour of discovery of the death.
4. Names, parentage and residence of two or more persons who identify the body as that of the deceased person named in the report.

(NOTE.—Relations of the deceased or two respectable witnesses to identification should be obtained if possible.)

5. Name, parentage, caste, residence, and condition in life of the deceased.
6. Age and sex.
7. Condition of the clothes, ornaments, &c., and marks of either having been forcibly removed or of being stained with blood, or other matter.

(NOTE.—If the Civil Surgeon or other medical officer is expected to attend to examine the body, this information should be filled in so far as can be seen and without touching or removing any clothes. It should be completed after he has finished his examination of the body.)

8. Position of the limbs, eyes and mouth.
9. Expression of the countenance.
10. Injuries, or marks of violence the body may have received.

Wounds and bruises.—Show position, length and breadth.

(NOTE.—Not depth, be careful not to probe wounds. If the civil officer or other medical officer is expected to attend to examine the body, this information should be filled in after he has completed his examination.)

11. Blood, liquid or clotted; where oozed from; and to what amount.
12. In what manner or by what weapon or instrument such marks of injuries or of violence appear to have been committed.
13. Was there any rope or other article round the neck, or any mark of ligature on the neck?
14. Had such rope or article apparently been used to produce strangulation; and if the body had been suspended by it, could it probably have supported the body?
In what mode was the other end of the rope attached to the support?
15. Were there any foreign matters, such as weeds, straw, &c., in the hair or clenched in the hands of the deceased, or attached to any part of the body?
16. Is the body well nourished and vigorous, or emaciated and feeble?
17. Is it stout, thin, or decomposed?
18. Height by measuring from head to feet?
19. Distinguishing marks—Position and appearance, moles, scars, &c.
20. Apparent cause of death.
21. Are there any circumstances or rumours tending to show that deceased killed himself?

(Entries to be made on reverse of Form No. II.)

1. Description of each article found on or near corpse.

Found actually <i>on</i> the corpse. Each article labelled, numbered and sealed.		Found <i>near</i> the corpse. Each article labelled, numbered and sealed.
Sent in attached to body.	Sent in separate packet.	
Description of superscription or device of the seal used on above.		

2. Sketch plan of the place where the body was found.

3. Description of "surrounding ground, marks of footsteps or of a struggle, ...
 Marked peculiarity in the foot-prints,
 Marked peculiarity in the shoes found, or in feet of accused or suspected parties, corresponding with the same noted peculiarities in the foot-prints,

4. Brief history of case.

Dated 187 .	{ (Signatures of two or more respectable inhabitants of the place witnessing the inquest.)	(Signature of officer conducting the inquest.)
A		Name
B		Rank

FORM No. III.

UNNATURAL DEATH BY poisoning.

Particulars relating to the case, in ADDITION to those given in Form No. II.

1. Was deceased in good health previous to the attack?
2. If not in good health, what was he suffering from?
3. What medicines was he taking?
4. What did the last meal consist of?
5. What was the interval between the last meal and the commencement of the symptoms?
6. What did the deceased *last* eat or drink before the commencement of the symptoms?
7. What was the interval between the very last time he ate or drank and the commencement of the symptoms?
8. What were the first symptoms?
9. Was he thirsty?
10. Did he become faint?
11. Did he complain of head-ache or giddiness?
12. Did he appear to have lost the use of his limbs?
13. Did he sleep heavily?
14. Was he at any time insensible?
15. Did convulsions occur?
16. Did he complain of any peculiar taste in his mouth?
17. Did he notice any peculiar taste in his food or drink?
18. Was he sensible in the intervals between the convulsions?
19. Did he complain of burning or tingling in the mouth and throat, or of numbness and tingling in the limbs?
20. Was there vomiting?
21. Was there purging?
22. Was there pain in the stomach?
23. Mention any other symptoms.
24. Had the deceased ever suffered previously from a similar attack?
25. How many other persons partook of the meal, or food, or drink, by which the deceased is supposed to have been poisoned?

26. How many were affected by it, and in what way?
 27. Did the deceased move from the place where the first symptoms were noticed; if so, how far?

Dated 187 } (Signature of two witnesses to the inquest.) (Signature of officer conducting the inquest.)
 A _____ Name
 B _____ Rank

FORM IV.

MEMORANDUM OF THE SYMPTOMS PRODUCED BY THE MORE COMMON POISONS.

POISONS.	NATIVE NAME.	USUAL SYMPTOMS.
ARSENIC ...	<i>Sammul-far.</i> <i>Sunkhia.</i> <i>Hartul and Mansil.</i>	Vomiting; burning pain in the stomach; great thirst; sometimes cold skin; cramps in the limbs, and sleepiness.
OPIUM ...	<i>Afin.</i> <i>Afim.</i>	Sleepiness; pupils small; complete insensibility; skin sweating; vomiting seldom occurs.
ACONITE ...	<i>Bish.</i>	Numbness, and tingling in the mouth and throat, afterwards in the limbs; frothing at the mouth; sleepiness; occasionally convulsions or delirium, or paralysis.
DHATURA ...	<i>Dhatūra.</i>	Sleepiness; pupils enlarged; delirium; insensibility; vomiting rare.
NUX VOMICA ...	<i>Kuchila.</i>	Twitching in the limbs, followed by violent spasms and often lock jaw. The spasm ceases for a time, and then again returns, often without evident causes; it usually affects the whole body. Shortest time before symptoms—15 minutes. Shortest time before death—1 hour.

NOTE.—Any one of the above symptoms may be absent, though the poison by which they are caused has been administered.

POISON.	Ordinary interval between taking the poison and the appearance of symptoms.	ORDINARY TIME BEFORE DEATH.
Arsenic ...	$\frac{1}{2}$ to 1 hour	6 to 12 hours.
Opium ...	$\frac{1}{2}$ to 1 "	6 to 12 "
Aconite ...	15 minutes	1 to 8 "
Dhatūra ...	5 to 10 minutes	6 to 12 "
Nux Vomica ...	$\frac{1}{4}$ to 1 hour	6 to 12 "

FORM No. V.

COST OF RECEPTACLES FOR CONTAINING SUBSTANCES FOR CHEMICAL EXAMINATION.

No. 4,077, dated Lahore, 25th August 1871.

From Under-Secretary to Government, Panjāb Home (Police) Department, to Officiating Deputy Inspector-General of Police, Rāwalpindi Circle.

I am desired by his Honor the Lieutenant-Governor to inform you, in reply to your No. 1,473, of the 11th August, that he considers that all charges for jars and vessels for the reception of subjects for medical examination, in order to preserve them from injury, or from being fraudulently tampered with on the way in from the police stations to the Civil Surgeon, should be defrayed by the judicial department.

Memo. No. 4,078.

Copy forwarded for information to all Commissioners, Deputy Commissioners, and the Accountant-General, and to all Deputy Inspectors-General and District Superintendents of Police, Panjāb.

MEMORANDUM.

The following Circulars and Orders are superseded :—

Circular No. 29 of 1861.

" 56 of "

" 62 of "

" 93 of "

" 19 of 1862.

" 21 of "

" 21 of 1863.

" 12 of 1866.

No. 2,662 of 5th October 1866.

Circular No. 2 of 1867.

" 4 of 1868.

" 27 of "

" 37 of "

" 24 of 1869.

" 1 of 1870.

" 27 of 1871.

" 37 of "

" 19 of 1873.

" 27 of "

BOOK CIRCULAR No. XVI.

(No. 76.)

Dated 10th January 1874.

POUNDS.

1. In all places where the magistrate of the district employs the police department to look after and control the pounds, and sanctions the payment of two rupees *per mensem* to the police officer who keeps the registers and statements of account required by Act I of 1871 and by the orders of Government; and where a herdsman is paid for the care and custody of the impounded cattle, the following rules must be enforced :—

- 1.—No police officer may hold the position of pound-keeper and receive the charges sanctioned under section 13 of Act I of 1871.

II.—The herdsman must be considered the pound keeper and entitled to receive all the charges sanctioned under section 13, and to perform all the duties required from the pound-keeper by the Act—provided, that the registers and returns are kept for him by the police officer paid by the magistrate to do so.

Registers to be kept by the police officer.

III.—The said register and accounts relating to impounded cattle shall be kept by and the allowance of two rupees *per mensem* shall be paid to, the senior constable competent to maintain them—provided, such constable does not hold the office of station clerk.

The senior constable to be paid for keeping the books.

In absence of competent constable, the station clerk to keep the books.

IV.—When there is no competent constable the registers and accounts shall be kept by and the allowance shall be paid to, the station clerk.

Books to be in prescribed form.

V.—The registers and cash accounts shall be in the form given in the appendix.

Cash account what to show.

VI.—The cash account shall show all moneys received on account of fines and sales of cattle.

VII.—On the last day of the month the total collections will be made up and the amount forwarded to the *sadr* or *tahsil* treasury, whichever is the nearer.

Moneys to be sent to treasury on last day of month.

VIII.—The cash account will not show any moneys charged by the pound-keeper for feeding and watering according to the scale fixed by the magistrate, as under section 17 of the Act he is entitled to appropriate all sums received by him on account of such charges.

Charges for feed not to be shown in account.

Expenditure from proceeds of sale.

IX.—On no account may any money be expended out of proceeds of sale of cattle except, under section 16, for

(a).—Expenses of feeding and watering—to be paid to pound-keeper.

(b).—Expenses attendant on the sale of cattle.

X.—The scale of charges for feeding and watering, fixed in the various districts under section 5, is laid down in the table given as No. II in the appendix.

Scale of charges for feeding cattle.

XI.—When cattle are brought to a pound the pound-keeper shall receive them, and the particulars regarding them required by section 8 of the Act, shall be entered in the register prescribed.

Entries of cattle impounded, to be made in register.

Under what conditions cattle may be impounded.

2. Cattle may be impounded which come into police custody from the three following causes:—

(a).—Cattle seized under Chapter III of Act I of 1871.

(b).—Cattle seized under section 21 of Act XVIII of 1854 (*the Railway Act*).

(c).—Cattle seized under section 415 of Crim. Pro. Code, as stolen property.

All are to be fed at the same rates as prescribed for cattle strayed.

3. In the case of cattle placed in the pound under section 415 of Crim. Pro. Code, bills for pound-keeper's charges must be sent in to the magistrate of the district, and his orders solicited for payment and disposal of cattle.

When the cattle are suspected to have been stolen.

4. District Superintendents must hold their subordinates responsible for seeing that cattle are properly treated and fed by the pound-keeper, and for reporting at once any instance of cruelty or starvation.

Police responsible that the animals are properly fed.

5. Sales of unclaimed cattle made by officers in charge of police stations under the authority of section 14 of the Act and by order of the Magistrate of the district, must be carried out in strict conformity with the provisions of the said section, care being taken to brand the animals at the time of sale, according to Judicial Commissioner's Book Circular No. 45 of 1860.

6. The sales will be by public auction. Due notice to the neighbouring villages must be given, and the sale postponed in event of a less attendance than 20 persons or of less than the full market price of the cattle being offered, and a reference made to the District Superintendent.

7. Wherever a good mart is within a reasonable distance the cattle must be sent there instead of being sold at the police station, if by so doing a better price may reasonably be expected.

Cattle to be taken to good marts,

Any necessary expenses attendant on thus sending the cattle may be deducted from the proceeds of sale.

Police not to purchase impounded cattle.

8. Any infraction of section 19 of Act, forbidding police officers directly or indirectly to purchase such cattle, will be severely punished.

APPENDIX.

No. I.—Forms.

STATION (Name).

(No. VII of Station Books.)

DISTRICT.

Register of Cattle impounded under Act I of 1871 in the pound of the above Station.

1	2	3	4	5	6	7	8	9	10	11	12	13
Serial Number.	Date.	Number and description of the animals.	Day and hour on which they were brought to the pound.	Name and residence of the seizer.	Name and residence of the owner.	Date on which animals were released or sold.	Number of days in the pound.	Amount of fine levied under section 12 of Act.	Amount charged for feeding, &c., according to the rate fixed by the Magistrate of the district.	Total of columns 9 and 10.	Signature of the owner or agent on taking back the cattle.	REMARKS.

NOTE.—In cases where owners are not forthcoming and cattle are sold, an entry to that effect, stating the price realized, must be made in column 13 of this register.

STATION (*Name*).

DISTRICT.

Cash account showing receipts on account of fines levied according to section 12 of Act I of 1871, and of the sales of Cattle.

[illegible]

NOTE.—(1.) The date of despatch of money to sadr or tahsil to be noted in column 5.

(2.) This entry must be signed by the keeper of the account and by the officer in charge of station.

(3.) A copy of this account must be sent on last day of the month to the magistrate of the district, through the District Superintendent of Police.

(Forms alluded to in Rule V).

No. II.

Disposal of fines levied from owners of cattle which have been impounded.

In exercise of the powers conferred on him by section 12 of Act I of 1871, (the Cattle Trespass Act), and all other powers, the Honorable the Lieutenant-Governor is pleased to direct that fines levied from the owners of impounded cattle shall be sent, either through the tahsildar or through the treasury officer, to the magistrate of the district, according as the talisil or sadr treasury may be the nearer to the pound from whence the money has to be despatched.

These despatches should ordinarily be made once a month, at such time as the pay of the police establishment is procured.

2. The procedure hitherto adopted in the Panjab, so far as is consistent with the provisions of this Act, shall continue to be followed, and all appointments made under Act III of 1857 will, by virtue of section 1 of Act I of 1871, be deemed appointments made under the Cattle Trespass Act, 1871.

No. III.
Table of Rates for Feed of Impounded Animals.

1	2	3	4	5	6	7	8	9	10	11	12	13	14
	DISTRICT.	Camel.	Buffalo.	Horse.	Tattoo.	Bull.	Bullock.	Cow.	Calf.	Ass.	Sheep.	Goat.	REMARKS.
AMBALAH.	Ambalah.	2	2	2	1	2	2	2	1	1	1	1	* During three months of the rainy season the charge for buffaloes, horses, bulls, bullocks, cows and calves is reduced six pias.
	Ludhiana.	2	2	2	1	2	2	2	1	1	1	1	
	Sindiah.	4	2	4	1	2	2	2	1	1	1	1	
	Dehli.	2	2	2	1	2	2	2	1	1	1	1	
	Gurgaon.	2	2	2	1	2	2	2	1	1	1	1	
	Karnal.	2	2	2	1	2	2	2	1	1	1	1	
	Hissar.	2	2	2	1	2	2	2	1	1	1	1	
	Rohtak.	2	2	2	1	2	2	2	1	1	1	1	
	Sirsa.	2	2	2	1	2	2	2	1	1	1	1	
	Ferozpur.	2	2	2	1	2	2	2	1	1	1	1	
LAHORE.	Lahore.	2	2	2	1	2	2	2	1	1	1	1	* During three months of the rainy season the charge for buffaloes, horses, bulls, bullocks, cows and calves is reduced six pias.
	Amritsar.*	2	2	2	1	2	2	2	1	1	1	1	
	Jalandhar.	2	2	2	1	2	2	2	1	1	1	1	
	Jalandhar.	2	2	2	1	2	2	2	1	1	1	1	
	Hushiarput.	2	2	2	1	2	2	2	1	1	1	1	
	Kangra.	2	2	2	1	2	2	2	1	1	1	1	
	Multan.	2	2	2	1	2	2	2	1	1	1	1	
	Muzaffargarh.	2	2	2	1	2	2	2	1	1	1	1	
	Montgomery.	2	2	2	1	2	2	2	1	1	1	1	
	Jhang.	2	2	2	1	2	2	2	1	1	1	1	
RAWALPINDI.	Rawalpindi.	2	2	2	1	2	2	2	1	1	1	1	* During three months of the rainy season the charge for buffaloes, horses, bulls, bullocks, cows and calves is reduced six pias.
	Jhelum.	2	2	2	1	2	2	2	1	1	1	1	
	Shahpur.	3	2	2	2	2	2	2	1	1	1	1	
	Gujrat.	2	2	2	2	2	2	2	1	1	1	1	
	Gujranwala.	3	2	2	2	2	2	2	1	1	1	1	

(Table referred to in Rule 10.)

No. IV.

RAILWAY ACT.

(Extract from Act XVIII of 1854. Section 21.)

XXI. The owner of any animal which shall trespass or stray upon any such railway, or upon any lands belonging to such railway company, except for the want of the erection or maintenance of any fence or gate which the company is bound to erect and maintain, shall be liable to a fine not exceeding ten rupees for each animal; and it shall be lawful for the company or any of their servants, to take or drive every animal which shall be found so trespassing, to the nearest police station, there to be detained until the highest amount of fine incurred by such trespass and the expense of feeding and keeping the animal be paid, or until a magistrate shall otherwise order.

A magistrate may, upon proof of the trespass, cause such animal to be sold by public auction, and the proceeds of the sale, after deducting therefrom such fine, or such sum, not exceeding ten rupees for each animal, as the magistrate shall award to be paid in lieu of the fine to which the owner is hereby made liable, and such further sum as the magistrate shall order to be paid for the expenses of detaining, feeding and selling such animal, shall be returned to the owner of the animal on demand.

No. V.

ACT I OF 1871.—THE CATTLE TRESPASS ACT.

WHEREAS it is expedient to consolidate and amend the law relating to trespasses by cattle; Preamble. It is hereby enacted as follows :—

CHAPTER I.—PRELIMINARY.

Short title.

1. This Act may be called 'The Cattle-trespass Act, 1871.'

It extends to the whole of British India except the Presidency Towns and such districts or tracts of country as the Local Government, with the sanction of the Governor-General in Council, may exclude from its operation.

Local extent.

And it shall come into force on the passing thereof.

Repeal of Acts.

2. The Acts mentioned in the Schedule hereto annexed are repealed.

References to repealed Act.

References to any of the said Acts in Acts passed subsequently thereto, shall be read as if made to this Act.

All pounds established, pound-keepers appointed and villages determined, under Act No. III of 1857 (relating to trespasses by cattle), shall be deemed to be, respectively, established, appointed and determined under this Act.

Interpretation-clause.

3. In this Act :—

'Officer of Police' includes also Village Watchman; and 'Cattle' includes also elephants, camels, buffalos, mares, geldings, ponies, colts, fillies, mules, asses, pigs, rams, ewes, sheep, lambs, goats and kids.

CHAPTER II.—POUNDS AND POUND-KEEPERS.

4. Pounds shall be established at such places as the Magistrate of the District, subject to the general control of the Local Government, from time to time directs.

Establishment of pounds.

The village by which every pound is to be used shall be determined by the Magistrate of the District.

Control of pounds. Rates of charge for feeding impounded cattle.

5. The pounds shall be under the control of the Magistrate of the District; and he shall fix, and may from time to time alter, the rates of charge for feeding and watering impounded cattle.

Appointment of pound-keepers.

6. The Magistrate of the District shall also appoint for each pound a pound-keeper.

Provided that, in the Presidency of Fort St. George, the heads of villages, and, in the Presidency of Bombay, the police patils, or (where there are no police patils) the heads of villages shall be *ex-officio* the keepers of village-pounds.

Suspension or removal of pound-keepers.

Every pound-keeper appointed by the Magistrate of the District may be suspended or removed by such Magistrate.

Pound-keepers may hold other offices.

Any pound-keeper may hold simultaneously any other office under Government.

Pound-keepers to be 'public servants.'

Every pound-keeper shall be deemed a public servant within the meaning of the Indian Penal Code.

DUTIES OF POUND-KEEPERS.

To keep registers and furnish returns.

7. Every pound-keeper shall keep such registers and furnish such returns as the Local Government from time to time directs.

To register seizures.

8. When cattle are brought to be a pound, the pound-keeper shall enter in his register—

- (a) the number and description of the animals,
- (b) the day and hour on and at which they were so brought,
- (c) the name and residence of the seizer,
- (d) the name and residence of the owner, if known,

and shall give the seizer or his agent a copy of the entry.

To take charge of and feed cattle.

9. The pound-keeper shall take charge of, feed and water the cattle, until they are disposed of as hereinafter directed.

CHAPTER III.—IMPOUNDING CATTLE.

Cattle damaging land.

10. The cultivator or occupier of any land, or any person who has advanced cash for the cultivation of the crop or produce on any land, or the vendee or mortgagee of such crop or produce, or any part thereof,

may seize or cause to be seized any cattle trespassing on such land, and doing damage thereto or to any crop or produce thereon, and take them or cause them to be taken without unnecessary delay to the pound established for the village in which the land is situate.

Police to aid seizures.

All officers of police shall, when required, aid in preventing,

- (a) resistance to such seizures,
- (b) rescues from persons making such seizures.

11. Persons in charge of public roads, pleasure-grounds, plantations, canals, drainage-works, embankments and the like, and officers of police, may seize or cause to be seized, any cattle doing damage to such roads, grounds, plantations, canals, drainage-works, embankments and the like, or the sides or slopes of such roads, canals, drainage-works or embankments, or found straying thereon, and shall take them without unnecessary delay to the nearest pound.

Fines for cattle impounded.

12. For every head of cattle impounded as aforesaid, the pound-keeper shall levy a fine according to the following scale :—

Elephant	two rupees.
Camel or buffalo...	eight annas.
Horse, mare, gelding, pony, colt, filly, mule, bull, bullock, cow or heifer	four "
Calf, ass, or pig	two "
Ram, ewe, sheep, lamb, goat or kid	one anna.

Fines to be remitted to magistrate.

All fines so levied shall be sent to the Magistrate of the District through such officer as the Local Government from time to time directs.

List of fines and charges for feeding.

A list of the fines and of the rates of charge for feeding and watering cattle, shall be stuck up in a conspicuous place, on or near to every pound.

CHAPTER IV.—DELIVERY OR SALE OF CATTLE.

Procedure when owner claims the cattle and pays fines and charges.

13. If the owner of impounded cattle or his agent appear and claim the cattle, the pound-keeper shall deliver them to him on payment of the fines and charges incurred in respect of such cattle.

The owner or his agent on taking back the cattle, shall sign a receipt for them in the register kept by the pound-keeper.

14. If the cattle be not claimed within seven days from the date of their being impounded, the pound-keeper shall report the fact to the officer in charge of the nearest police station, or to such other officer as the Magistrate of the District appoints in this behalf.

Such officer shall thereupon stick up in a conspicuous part of his office a notice stating—

- (a) the number and description of the cattle,
- (b) the place where they were seized,
- (c) the place where they are impounded.

and shall cause proclamation of the same to be made by beat of drum in the village and at the market-place nearest to the place of seizure.

If the cattle be not claimed within seven days from the date of the notice, they shall be sold by public auction by the said officer, or an officer of his establishment deputed for that purpose, at such place and time and subject to such conditions as the Magistrate of the District by general or special order from time to time directs :

Provided that, if any such cattle are, in the opinion of the Magistrate of the District, not likely to fetch a fair price if sold as aforesaid, they may be disposed of in such manner as he thinks fit.

15. If the owner or his agent appear and refuse to pay the said fines and expenses, on the ground that the seizure was illegal and that the owner is about to make a complaint under section twenty, then, upon deposit of the fines and charges incurred in respect of the cattle, the cattle shall be delivered to him.

Delivery to owner disputing legality of seizure, but making deposit.

16. If the owner or his agent appear, and refuse to pay or (in the case mentioned in section fifteen) to deposit the said fines and expenses, the cattle or as many of them as may be necessary, shall be sold by public auction by such officer, at such place and time and subject to such conditions as are referred to in section fourteen.

Procedure when owner refuses or omits to pay the fines and expenses.

Deduction of fines and expenses.

Delivery of unsold cattle and balance of proceeds.

The fine leviable and the expenses of feeding and watering, together with the expense of sale, if any, shall be deducted from the proceeds of the sale.

The remaining cattle and the balance of the purchase-money, if any, shall be delivered to the owner or his agent, together with an account showing—

- (a) the number of cattle seized,
- (b) the time during which they have been impounded,
- (c) the amount of fines and charges incurred,
- (d) the number of cattle sold,
- (e) the proceeds of sale
- (f) the manner in which those proceeds have been disposed of.

The owner or his agent shall give a receipt for the cattle delivered to him and for the balance of the purchase-money (if any) paid him according to such account.

Receipt.

17. The officer by whom the sale was made shall send to the Magistrate of the District the fines so deducted.

Disposal of fines, expenses and surplus proceeds of sale.

The charges for feeding and watering deducted under section sixteen shall be paid over to the pound keeper, who shall also retain and appropriate all sums received by him on account of such charges under section thirteen.

The surplus unclaimed proceeds of the sale of cattle shall be sent to the Magistrate of the District, who shall hold them in deposit for three months, and, if no claim thereto be preferred and established within that period, shall, at its expiry, dispose of them as hereinafter provided.

18. Out of the sums received on account of fines and the unclaimed proceeds of the sale of cattle, shall be paid—

Application of fines and unclaimed proceeds of sales.

- (a) the salaries allowed to pound-keepers under the orders of the Local Government,
- (b) the expenses incurred for the construction and maintenance of pounds, or for any other purpose connected with the execution of this Act:

and the surplus (if any) shall be applied, under orders of the Local Government, to the construction and repair of roads and bridges, and to other purposes of public utility.

Officers and pound-keepers not to purchase cattle at sales under Act.

Pound-keepers when not to release impounded cattle.

19. No officer of police, or other officer or pound-keeper appointed under the provisions herein contained, shall, directly or indirectly, purchase any cattle at a sale under this Act.

No pound keeper shall release or deliver any impounded cattle otherwise than in accordance with the former part of this chapter, unless such release or delivery is ordered by a Magistrate or Civil Court.

CHAPTER V.—COMPLAINTS OF ILLEGAL SEIZURES.

20. Any person whose cattle have been seized and detained under this Act may, at any

Power to make complaints.

time within ten days from the date of the seizure, make a complaint to the Magistrate of the District, or any Magistrate authorized to receive and try charges with reference by the Magistrate of the District.

21. The complaint shall be made by the complainant in person, or by an agent personally acquainted with the circumstances. It may be either in writing or verbal. If it be verbal, the substance of it shall be taken down in writing by the Magistrate.

Procedure on complaint.

If the Magistrate, on examining the complainant or his agent, sees reason to believe the complaint to be well founded, he shall summon the person complained against, and make an enquiry into the case.

22. If the seizure be adjudged illegal, the Magistrate shall award to the complainant, for the loss caused by the seizure and detention, reasonable compensation, not exceeding one hundred rupees, to be paid by the person who made the seizure, together with all fines paid and expenses incurred by the complainant in procuring the release of the cattle;

and if the cattle have not been released, the Magistrate shall, besides awarding such compensation, order their release and direct that the fines and expenses leviable under this Act shall be paid by the person who made the seizure.

23. The compensation, fines and expenses mentioned in section twenty-two may be recovered as if they were fines imposed by the Magistrate.

CHAPTER VI.—PENALTIES.

24. Whoever forcibly opposes the seizure of cattle liable to be seized under this Act; and whoever rescues the same after seizure, either from a pound, or from any person taking or about to take them to a pound, such person being near at hand and acting under the powers conferred by the Act; shall, on conviction before a Magistrate, be punished with imprisonment for a period not exceeding six months, or with fine not exceeding five hundred rupees, or with both.

25. Any fine imposed for the offence of mischief by causing cattle to trespass on any land, may be recovered by sale of all or any of the cattle by which the trespass was committed, whether they were seized in the act of trespassing or not, and whether they are the property of the person convicted of the offence, or were only in his charge when the trespass was committed.

26. Any owner or keeper of pigs, who, through neglect or otherwise, damages or causes or permits to be damaged any land, or any crop or produce of land, or any public road, by allowing such pigs to trespass thereon shall, on conviction before a Magistrate, be punished with fine not exceeding ten rupees.

27. Any pound-keeper releasing or purchasing or delivering cattle contrary to the provisions of section nineteen, or omitting to provide any impounded cattle with sufficient food and water, or failing to perform any of the other duties imposed upon him by this Act, shall over and above any other penalty to which he may be liable, be punished on conviction before a Magistrate, with fine not exceeding fifty rupees.

Such fines may be recovered by deductions from the pound-keeper's salary.

28. All fines recovered under section twenty-five, section twenty-six or section twenty-seven, may be appropriated in whole or in part as compensation for loss or damage proved to the satisfaction of the convicting Magistrate.

CHAPTER VII.—SUITS FOR COMPENSATION.

29. Nothing herein contained prohibits any person whose crops or other produce of land have been damaged by trespass of cattle, from suing for compensation in any competent Court.

30. Any compensation paid to such person under this Act by order of the convicting Magistrate, shall be set-off and deducted from any sum claimed by or awarded to him as compensation in such suit.

SCHEDULE.—(See section 2.)

Number and year.	Title of Act.
III of 1857 ...	An Act relating to trespasses by cattle.
V of 1860 ...	An Act to amend Act III of 1857 (relating to trespasses by cattle.)
XXII of 1861 ...	An Act to amend Act III of 1857 (relating to trespasses by cattle.)

MEMORANDUM.

The following Circulars and Orders are superseded :—

Circular 98 of 1861.	} The part relating to this subject.
" 19 of 1865.	
" 13 of 1867.	
" 15 of "	
" 8 of 1869.	
" 17 of 1871.	
" 46 of 1872.	

BOOK CIRCULAR No. XVII.

(No. 93.)

Dated 13th January 1874.

CHARACTER ROLLS.

I. In compliance with Financial Resolution of the Government of India, the Character and service form of character and service rolls herein given is prescribed for adoption.

Rules for the preparation and preservation of character and service rolls.

I. "(3). To prevent error or fraud in computing service, there shall be kept Particulars to be entered " up in each police force, separately for each district, in the roll. " by its District Superintendent of police, a service roll " in English, in which shall be recorded for each man, " the date of his enrolment in the constabulary ; his caste ; tribe ; village ; age ; " height ; and marks of identification at the time of enrolment ; his rank ; pro- " motion ; reduction, or other punishment ; his absences on leave or without leave ; " breaks in his service ; and every other incident in his service which may involve " forfeiture of portions of his service, or affect the amount of his pension or " gratuity.

II. "(4). The roll shall be checked by the vernacular roll and order book, " and the punishment register ; and every entry in it Mode of check by District " shall be signed by the District Superintendent of Inspector-General. " police, and checked at the periodical inspections by his " controlling officer." (*Financial Resolution 613 of 19th " May 1871.*)

Separate rolls for each policeman.

III. A separate roll, in the prescribed form, should be prepared for every enrolled policeman.

IV. The rolls should be kept by constabulary numbers. District, cantonment, municipal, and special police rolls, are to be preserved separately.

Mode of keeping character and service rolls.

V. The rolls should be kept by the District Superintendent in a cabinet, and under lock and key.

VI. Great pains must be taken to ensure the record of service being trustworthy, as claims to pension depend on its correctness. District Superintendents should personally check the dates of subscription to the fund, of enrolment, promotion, &c., from the acquittance rolls. These latter documents are a useful check on the vernacular long rolls.

Accuracy must be secured. District Superintendent and Assistant District Superintendents to check rolls from acquittance sheets.

VII. Officers, when entering remarks in the character rolls of the force, must be most careful, so far as is possible, to give their reasons for the opinions they record, and not be contented with making entries unsupported by any facts or reasons.

Such a procedure is not only common justice to the men affected, but tends to make officers consider more carefully what they write; and, moreover, it will add very considerably to the value of the opinions recorded.

VIII. Each entry in a character roll must be in the hand-writing of the officer passing the order, be legibly signed by him and dated.

IX. Whenever it may be found necessary to transcribe character and service rolls, the separate entries must each be attested by the full signature of the District Superintendent who causes the copy to be made.

Below the last entry in a character roll thus newly made out, a certificate is to be appended by the District Superintendent, to the effect that he has carefully compared the copy with the original, and that it is correct. This certificate is to be signed and dated.

X. The character and service rolls of men discharged or dismissed must be kept separately for a period of 3 years.

XI. All leave, other than privilege leave, must be entered in the character rolls. Leave without pay (which does not count for service) must also be noted in the rolls. Absence without leave must be entered in every case.

XII. No period spent in confinement or under suspension (when suspension is given as a punishment) counts towards service for pension or gratuity. Such periods must be carefully noted in the character roll.

XIII. The following punishments are to be entered in the character roll:—

- (1.) Punishment drill exceeding 10 days.
- (2.) Suspension; when given as a punishment (*i. e.*, where forfeited pay has not been restored).
- (3.) Reduction to a lower grade when ordered as a punishment.
- (4.) Residence in the quarter guard when ordered as a punishment if over ten days.
- (5.) Fine, when exceeding half a month's pay.
- (6.) Dismissal.
- (7.) Forfeiture of good conduct or service stripe.
- (8.) Imprisonment by judicial department, when dismissal does not follow.

XIV. These punishments should be entered directly they are ordered in the character roll by the officer passing the order and in the register prescribed.

XV. English copies of favorable entries made in the character roll, and of commendatory remarks by judicial officers, are to be given to members of the force whose conduct has formed the subject of such entry or comment. All such extracts are to be signed by the District Superintendent or officer officiating in that position.

XVI. All instances of good conduct for which special service stripes have been awarded are to be recorded in the character roll. The bestowal of any badges which may hereafter be sanctioned for long service or education is to be entered.

XVII. To facilitate the preparation of applications for family pensions—in event of a policeman being killed on duty—each man is to be invited to name his next of kin, and to record the particular relation (of those named in the roll) he desires to draw the pension and for whose benefit.

XVIII. If a recruit has been called on to furnish security, the names of the sureties and the nature of the security is to be entered in the roll. The bond itself should be taken on a half sheet of foolscap paper and be attached to the roll.

If security has not been taken, then the name of the lambardar who recommended the recruit and an abstract of his report, must be entered.

Attention is called to Book Circular No. XIII on APPOINTMENTS AND ENLISTMENTS for orders on the subject of security bonds.

Sanction for transfer.

XIX. The sanction for a policeman's transfer from one district to another must be entered in the roll.

XX. All mounted men enrolled after the 1st April 1869 have received carbines free of cost. This fact is to be entered in the rolls of those mounted policemen who have benefitted by the order.

Limit of age for uncovenanted servants.

2. The orders of Government of India contained in the Civil Pension Code regarding the age of uncovenanted servants must be attended to.

The age of every policeman (who was then in the force) on the 1st January 1871 is to be entered in the man's character roll; and for every man enrolled subsequent to that date his age on enrolment is, similarly, to be recorded.

The ages of uncovenanted servants can be traced from the pay abstract.

3. The cabinet alluded to in Rule V will be of two sizes,—No. I for large, and No. II for small, districts,—and will, to insure uniformity, be supplied by the Central Police Office.

The two *top* drawers will be assigned to the rolls of the officers, and have the word "*officers*" printed on them. In these will be kept the rolls, arranged according to rank and standing, of all officers, whether they belong to Imperial or other bodies of police. A list showing the names, in same order, should be prepared on a loose sheet of foolscap and be kept with the rolls, to serve as an index to contents of the drawers. One list will serve for the rolls of *all* the officers.

Of the lower drawers, a certain number should be assigned for the rolls of all the Imperial sergeants and constables, and their constabulary numbers in even hundreds or fifties should be printed on these drawers. Thus Nos. 1—100 on one drawer; on the next below it, Nos. 101—200; and so on, for as many as may be required.

The rolls of the cantonment policemen who are not paid from Imperial revenues; the rolls of city and town police; of punitive posts and other special police, should be kept in the spare drawers, which should be divided amongst them as may be found convenient.

4. Cities which have a large police force (over 200 men), such as Dehli, Amritsar, Lahore and Peshawar, must have a *separate* cabinet of suitable size for the rolls of their men.

A separate cabinet for the force of large cities.

APPENDIX.

(Form No. 60).

POLICE DEPARTMENT.

DISTRICT.

(First page).

CONSTABULARY NUMBER

DITTO

DITTO

(

(

(

) in

) in

) in

DISTRICT.

DISTRICT.

DISTRICT.

CHARACTER AND SERVICE ROLL OF

1	2	3	4	5	6	7	8	9	10	11	12	13	
Date of enrolment in police.	PREVIOUS SERVICE.						RESIDENCE.			Height, and marks of identification on enrolment in police.	Next of kin. (Enter name and residence.)	Amount of education on enrolment in police.	Date and cause of leaving the Government service.
	Dates.		Extent.		In what capacity ; and on what pay.	Caste and Tribe.	District.	Police station.	Village.				
	From.	To.	Years.	Months.									
										Son, Widow, Daughter, Father, Mother,			

(Second page.)

1	2
Month in which first subscription to the Superannuation Fund was deducted.	
Whether Carbine was issued gratis, or, on payment.	
Names of sureties, amount and nature of security.	

TRANSFERS.

1	2	3
Date.	To what district.	Authority for transfer.

LEAVE AND ABSENCE.

1	2	3	4
Extent of absence.	From the (date).	To the (date).	Whether on furlough, sick leave, or without leave.

(*Third page.*)

COMMENDATORY ENTRIES.

REWARDS, PROMOTION, STRIPES, BADGES.

(*Fourth page.*)

CENSURES, REDUCTIONS, PUNISHMENTS.

(*Fifth page.*)

1	2	3	4
Appointed, Promoted or Reduced.	To what grade.	Date.	REMARK.
Appointed ...	2nd Grade Constable,	1st January 1862 ...	For disobedience.
Promoted ...	1st Grade " "	1st February 1863 ...	
Do. ...	2nd Grade Sergeant,	1st April 1865 ...	
Reduced ...	1st Grade Constable,	1st June 1866 ...	
Promoted ...	2nd Grade Sergeant,	1st September ...	

NAMES OF RELATIVES IN GOVERNMENT EMPLOY.

(*Give nature of employ and district.*)(*Sixth page.*)

MISCELLANEOUS PARTICULARS.

MEMORANDUM.

The following Orders are superseded :—

Circular 42 of 1864.

" 14 of 1865 (*para 15*).

" 15 "

" 4 of 1867 (*paras 4 to 6*)." 11 of 1869 (*para 2*).Cir. Memo 961 of 1869 (*First clause of para 3*).

" 1,753 "

" 2,105 " (*Last clause of para 3*).

Circular 19 of 1871.

" 43 "

" 47 "

" 10 of 1872.

Memo 602 of 28th February 1873.

BOOK CIRCULAR No. XVIII.

(No. 97.)

Dated 14th January 1874.

INVALIDING.

1. The District Superintendent of Police will, prior to 1st March, in consultation with the Civil Surgeon, annually select to be
Selection of men to be
invalided.
invalided such men as from age or length of service are deemed unfit for retention in the department.
2. The selection having been made, the District Superintendent of Police will
The men selected to be
inspected by Deputy-In-
spector-General.
intimate result, with the invaliding roll (given as No. I. in Appendix) showing the pension and gratuity each man is considered entitled to carefully filled in, to his Deputy Inspector-General, who will personally, prior to 1st April, inspect the men, having previously arranged to have them assembled at head-quarters for such inspection.
3. The Deputy Inspector-General will carefully
Deputy Inspector-Gen-
ral to record his opinion.
examine each man and record his opinion in each case.
4. In cases of injuries from wounds or of incapacity brought on by other
Incapacity from wounds
or other sudden unforeseen
causes.
sudden and unforeseen causes, the District Superintendent of Police will forward the opinion of the medical officer in charge of the police to his Deputy Inspector-General, who will, if he considers it necessary, apply for a Special Invaliding Committee *convenable* under para 2,714 of the Army Regulations. (No. II of Appendix.)
5. No man is to be sent before an Invaliding Committee without the approval of the Deputy Inspector-General.
6. The nature and length of the service which a man states he possesses
Service to be tested be-
fore invaliding.
should be always thoroughly examined and tested previous to sending him before a medical committee.
7. In the cases of men drawing up to Rs. 20 a month the certificate of in-
Invaliding certificates
for men on small pen-
sions.
capacity for further service by the Civil Medical Officer in charge of the district will, under section 50, clause (d) of the Civil Pension Code (*Revised*) be sufficient for all requirements. (*vide* Appendix IV.)
8. In all cases of men with superior service the Deputy Inspector-General
Invalids to be examined
by annual or special in-
validing committee.
will, in consultation with the Military authorities, have the proposed invalids examined either by the annual invaliding committee or, when necessary, by a special committee, as ruled in para 4 (see orders of Local Government in No. IV of Appendix).
9. A table showing the places at which invaliding committees assemble,
Stations at which com-
mittees assemble.
and indicating to which station committee the invalids of each district are to be sent, will be found as No. III in Appendix.
10. Officers despatching invalids to a station to be examined by a com-
Papers to accompany
men to be invalided.
mittee, must send the necessary papers together with a nominal roll of the men, to the District Superintendent at that station. One of the European officers, either the District Superintendent of Police or the Assistant, will then present the candidates with the papers to the invaliding committee.

11. The senior policeman of the party should be placed in charge and a command certificate given to him. After the men's cases have been decided by the committee the men should be sent back together,—the date of departure being duly recorded on the command certificate.

12. For such men as are passed by the invaliding committee or medical officer as fit for invaliding, the District Superintendent of Police will prepare an application for pension or gratuity in the prescribed form for each man, and submit the same with his invaliding roll, through the Deputy Inspector-General.

13. On the subject of not discharging men invalidated by committees until orders are received regarding their pensions, it must be remembered that when a man is once declared by a medical committee to be unfit for further service, he must be immediately struck off the strength of the force.

APPENDIX.

No. I.

POLICE DEPARTMENT.

PANJAB

Proceedings of an Invaliding Committee assembled at _____ *to report*
on _____ *considered unfit for further service in the Constabulary.*
Dated _____ *187*

(Prescribed by Section 51, Civil Pension Code—Revised Edition.)

CERTIFIED that (*I or we as the case may be*) have carefully examined _____
 son of _____ a _____
 in the _____
 His age is, by his own statement, _____ years, and, by appearance, about _____ years.
 (*I or we*) consider _____
 to be completely and permanently incapacitated for further service of any kind, or (*as the case may be*) in the department to which he belongs, in consequence of (*here state disease, or cause*).
 His incapacity does not appear to us to have been caused by irregular or intemperate habits.
 (*If the incapacity does not appear to be complete and permanent, the certificate should be modified accordingly, and the following addition should be made.*)
 I am (*or we are*) of opinion that _____ is fit for further service of a less laborious character than that which he has been doing, or may, after resting for _____ months, be fit for further service of a less laborious character than that which he has been doing.
 A succinct statement of the medical case and of the treatment adopted should, if possible, be appended.

No. II.

ASSEMBLY OF MILITARY INVALIDING COMMITTEES.

[BENGAL ARMY REGULATIONS, 1873.]

Ordinary Committee.

Para 2713. Invaliding Committees, composed of a Deputy Inspector-General of Hospitals Indian Medical Department, as President, or, in his absence, the Senior Surgeon of Her Majesty's Indian Forces at the station, and of four Medical Officers as members, will assemble annually on the 1st of April, at the head-quarters of divisions and districts, for the examination of men considered unfit for further military duty.

These Committees are never to consist of less than three medical officers, and when this number is not obtainable in any station a medical officer may be summoned, on the recommendation of the Deputy Inspector-General of Hospitals of the Circle, from the nearest military station where there may be more than one medical officer of the Indian service present.

Special Committee.

Assembly of Special Committee.

2714. Special Committees will not be convened for the above purposes excepting under circumstances of a peculiar or urgent nature, when application must be made to Army head-quarters.

No. III.

Table showing Stations where Committees assemble, and the districts from which invalids should be sent to each.

Station at which Committees assemble.	Districts from which invalids are to be sent.
Dehli ...	Dehli, Gurgaon, Hissar and Rohtak.
Ambalah ...	Ambalah, Simla and Karnal.
Jalandhar ...	Jalandhar, Ludianah, Hoshiarpur and Kangra.
Mian Mir ...	Lahore, Amritsar, Ferozpur and Sirsa.
Sialkot ...	Sialkot, Gujranwala, Gujrat, Gurdaspur and Shahpur.
Rawalpindi ...	Rawalpindi and Jhelam.
Multan ...	Multan, Muzaffargarh, Jhang and Montgomery.

No. IV.

INVALIDING CERTIFICATES.

No. 1,163, of 4th September 1873.

From the Secretary to Government, Panjab, Financial Department, to the Inspector-General Police, Panjab.

In reply to No. 175, of 23rd ultimo, regarding the invaliding of policemen unfit for further service, and the inconvenience of assembling invaliding committees more than once a year, states that, as regards cases in which the pension does not exceed Rs. 100 *per mensem*, certificates by civil medical officers in charge of districts will be deemed sufficient for all invaliding purposes.

No. 1,442, of 4th November 1873.

From the Secretary to Government, Panjab, Financial Department, to the Inspector-General Police, Panjab.

In continuation of this office No. 1,163, dated 4th September last, regarding the invaliding of policemen unfit for further service, and the inconvenience of assembling invaliding committees more than once a year, forwards copy of the correspondence marginally noted with the Accountant-General, and, with reference thereto, states that superior servants serving within a reasonable distance of a station where there is a military invaliding committee, and assembled within a reasonable time after such servants had been struck off as unfit for further duty, should be required to appear before such committee.

2. The instructions conveyed in this office letter above quoted are therefore modified to this extent.

No. 1,592 M, of 20th September 1873.

From the Accountant-General, Panjab, to the Secretary to Government, Panjab.

In acknowledging the receipt of your No. 1,164, of 4th September 1873, I have the honor to refer you to Civil Pension Code, Section 50, Clause (c), wherein it is laid down that if the applicant for pension resides within a moderate distance of a station where a military invaliding com-

mittee is periodically assembled, the medical certificate necessary should be attested by such committee; this rule would appear to apply to all police officers whose pay is above Rs. 20 a month, and whose pensions are therefore sanctioned by Government.

No. 1,274, of 2nd October 1873.

From Secretary to Government, Panjab, to the Accountant-General, Panjab.

IN reply to your letter No. 1,592 M. of 20th ultimo, I am desired to state that the Hon'ble the Lieutenant-Governor feels it hard to believe that the intention of Clause (c), Section 50 of the Civil Pension Code, was to keep worn out policemen waiting for nearly a twelvemonth for their pensions; he believes that the intention was that superior servants serving within a reasonable distance of a station where there is a military invaliding committee and assembled within a reasonable time after such servants had been struck off as unfit for further duty, should be required to appear before such committee, and that in other cases clause (d) would apply. To this extent the order of this office No. 1,163, of 4th ultimo, requires modification, and I am to enquire whether you will accept the orders so modified.

No. 14,727, of 25th October 1873.

From the Accountant-General, Panjab, to the Secretary to Government, Panjab.

IN reply to your letter No. 1,274, of the 2nd instant, I have the honor to state that the modification proposed meets the requirements of the Pension Code, and that there appears to be no objection to the issue of the revised instructions referred to.

MEMORANDUM.

THE following Orders are superseded:—

Circular 33 of 1865.

" 41 of "

" 24 of 1870.

" 30 of 1871.

Memo No. 2,868, of 10th October 1872.

Circular 34 of 1873.

BOOK CIRCULAR NO. XIX.

(No. 131.)

Dated 17th January 1874.

PUNISHMENTS AND APPEALS.

I.—PUNISHMENTS.

1. It is a serious error for officers to suppose that, as a rule, the efficiency of a force can only be effected or maintained by constant punishments either severe or light; and also that the spasmodic attempts made by inexperienced or careless officers, to retrieve, by a burst of severity and punishment, the results of previous apathy and idleness on their part, can be generally anything but most mischievous.

It is most unjust, after allowing the reins of discipline to relax to a disgraceful extent, and thus tempting, so to speak, subordinates to become corrupt and inefficient, to suddenly come down upon them, inflicting punishments right and left, and for the most part for offences, which, had the officer himself done his duty properly never would have occurred.

2. Officers should aim at achieving and maintaining thorough efficiency in the force by patient and persistent teaching, combined with a firm, vigorous, equable and not impulsive control, resorting to punishment only when it is imperatively imposed with care and consideration.

called for, and taking care it is never given hastily either by themselves or their subordinates, or without due consideration to its nature and extent, to the special circumstances of the offender and the case, and to the object intended to be obtained by it.

Punishment to be proportioned to the circumstances of the offender as well of the offence.

3. Specially should officers avoid harassing their subordinates by a constant succession of petty punishments, which, beyond annoying and irritating the offenders, seldom do any good whatever.

Petty harassing punishments to be avoided.

4. When an officer in charge of a rural station is frequently making petty mistakes, which really impair his efficiency or create much additional labor for the head office, he should be called into the *sadr*, and the District Superintendent should make him thoroughly understand what is wanted from him and wherein his fault lies. The same system should be pursued with all subordinates, so that before a punishment is imposed, officers will have thoroughly satisfied themselves that the offender well knew and understood his duty.

Subordinates to be taught before being punished for breaches of duty.

5. Hasty punishments administered without due reflection, and particularly fines and dismissals, create a feeling of insecurity as regards pay and position which may effectually hinder men of good character and respectable position entering the force, and will certainly tend to make present incumbents reckless and inclined to replenish their funds, or even do worse, by dishonest practices.

Hasty punishments to be avoided.

6. Departmental punishments, for offences under the Police Act (*V of 1861*) should as a rule always be imposed in preference to prosecuting the offender under Section 29 of that Act; unless a punishment more severe than that of dismissal and fine of one month's pay (authorized by Section 7) is considered necessary.

When departmental punishments should be imposed in preference to prosecuting judicially under section 29 of Act V.

7. The departmental punishment of dismissal may always be added to any punishment inflicted by a Judicial Court.

When departmental punishments may be added to judicial.

8. When however a Judicial Court has inflicted a fine, either as the whole or the part of a sentence, then the departmental punishment of fining should not be added to the fine already imposed by the said Court.

When a fine is judicially inflicted, no additional fine to be imposed.

9. When departmental punishments are contingent on the results of trials in Criminal Courts, they should not, as a rule, be imposed until the result of the appeal is known, or the period allowed by law for making an appeal has expired.

When departmental punishment is contingent on a judicial sentence, appealing period must expire or appeal be decided, before it is inflicted.

Cases have occurred in which the offender would properly be dismissed if convicted by the Judicial Court and the sentence upheld on appeal, but could not be dismissed if the appeal resulted in his acquittal.

Departmental Punishments.

10. Punishments which may be imposed departmentally.

Departmental punishments.

All officers are empowered to suspend from duty, pending an inquiry, any officer junior to them.

Punishment of Constables—Mounted and Foot.

1. Punishment drill. 2. Residence in guard-room. 3. Deprivation of good conduct stripes. 4. Fine. 5. Reduction. 6. Dismissal.

Of all other Officers from Sergeant to Inspector, both inclusive.

1. Suspension as a distinct punishment. 2. Degradation in the seniority list. 3. Fine. 4. Reduction. 5. Dismissal.

11. *Suspension* means that all the powers held as a police officer by the person suspended are, for the period of suspension, to be considered as in abeyance, and that he may not use them in any way, or at all. Suspension may be either pending the result of any inquiry ; or, a distinct punishment imposed as such.

Suspension pending enquiry.

12. Persons under suspension pending the result of an inquiry may not be employed in any way.

13. Persons under “suspension” pending inquiry, or when such is imposed as a distinct punishment, must confine themselves to their own quarters or to such limits as the District Superintendent may prescribe.

Men under suspension must confine themselves to their quarters.

14. Though under suspension as a punishment, yet as they are receiving a certain amount of salary from the State, it is very necessary that all work that can be properly entrusted to them should be regularly exacted ; and that they should be fully and regularly worked in any way that does not involve the exercise of the authority of a police officer under the Police Act. They may not be used to give or to convey orders, or to discharge all the regular duties of assistants in offices, but they may be used as copyists and to compile returns and work of this kind. They may be ordered to attend schools and drill, target-practice, &c., or be allowed as a favor to attend ; but always to learn and not to teach.

15. They may not wear any police uniform, carry any police weapon or insignia of office as police officers. In very exceptional cases and for special reasons, District Superintendent may by a written order permit an officer under suspension to reside at his own house or elsewhere ; but, as regards Inspectors and Deputy Inspectors, only with the special sanction of the Deputy Inspector General.

Suspended men may not wear uniform.

16. No police officer in receipt of Rs. 30 a month or more (*exclusive of horse allowance*) shall be released from suspension without the sanction in writing of the Deputy Inspector General.

Inspectors or Deputy Inspectors not to be released without D. I. G.'s sanction.

17. When the conduct of a police officer of and below the rank of Inspector is emphatically condemned by a Judicial Court, and the Court, with a view to the police officer being prosecuted criminally or dismissed, brings the said conduct to the notice of the District Superintendent of Police, it shall be his duty, even although he does not concur in the condemnation of the Court and considers the police officer should not be prosecuted or punished, or not punished to the extent or in the manner recommended, to suspend the police officer, pending the result of the criminal prosecution, or of a reference to the Magistrate of the district, if the Court condemning the conduct of the police be subordinate to the Magistrate of the district ; or to the Commissioner of the Division, if the Court be that of the Magistrate of the district.

Procedure to be adopted when the conduct of subordinate police officers is emphatically condemned by a court of justice.

18. Cases in which the Magistrate of the district may not concur with the District Superintendent of Police, may be referred by the Reference may be made to Commissioner, or for orders of Government. latter to the Commissioner of the Division, from whose order an appeal may be submitted by District Superintendent through his departmental superiors to the Lieutenant Governor; and the police officer must remain under suspension until those orders are received.

19. A police officer sent up for trial by the District Superintendent under Section 29 of Act V of 1861, or for breach of any other law, whether by order of the District Superintendent or of any Magistrate having jurisdiction, shall be placed From what date suspension to take place. under suspension from the date of the order.

20. Police officers of all grades under suspension will draw only the subsistence allowance sanctioned by Resolution No. 2528 dated 26th September 1865 by Financial Department of the Government of India, (*Vide* Appendix No. 1 of this Circular.) Suspension allowances.

21. *Punishment Drill*.—This may be effected in various ways, but perhaps the best to insure the utmost amount of punishment and least chance of injury to the health of the offender, is to make him march up and down for an hour or more at a time, according to his strength and to the season of the year, carrying a club on each shoulder, if he is not strong and powerful; and only one club, if he is not a strong man. The club to weigh the same as the foot police short carbine. This drill may not be continued at one time for more than two hours, and there shall always be a rest of not less than an hour between each period of drill, and of half an hour at the end of each hour's drill; but six hours of it may be exacted between sunrise and sunset. Drill.

22. *Residence in Guard-room*. The offender may be ordered to reside in the guard-room for a period of not more than 21 days at one time. During this period he must undergo the full six hours punishment drill daily, unless specially exempted therefrom in full or in part by the District Superintendent of Police. He may not leave the guard-room for any purpose or at any time without the permission of the officer in charge of the guard. Residence in Guard-room.

23. If the District Superintendent think fit he can apply for a warrant for his arrest under Section 29 of Act V of 1861 (Police Offender may be prosecuted judicially, or summarily dismissed. Act), with a view to his being prosecuted under that Section; or he can deal with the case departmentally under Section 7 of Police Act, and if it is really absolutely necessary, dismiss the delinquent.

24. Residence in the guard-room does not involve being placed on subsistence allowance as when under suspension. Arrest need not be on subsistence allowance.

25. *Fines*. This is a punishment which, however well adapted to offenders whose salaries can well bear reasonable deductions without limiting thereby the very necessities of life to themselves and families, and whose positions in life place them in some degree above petty temptations to receive or take money dishonestly, yet, is rarely suitable to the lower grades of the force. Fines.

26. It should be resorted to only when it is the best and most suitable punishment which can be inflicted; and the extent of To be sparingly and judicially inflicted. fine should be carefully considered with reference to the salaries of the delinquents.

27. As regards all constables this punishment should rarely be inflicted. They are exposed to great temptations, and have many opportunities of dishonestly taking money : moreover their positions are of no great value to them. If therefore they are reduced by fines into difficulty and debt they will assuredly use dishonest means to recoup themselves.

Fine not to exceed one month's pay.

28. No police officer can be fined departmentally more than one month's pay for one and the same offence. (*Vide Section 7 of Act V of 1861.*)

29. When a police officer keeps up a horse the *horse allowance* he receives must not be liable to reduction on account of fine, but be invariably paid in full, care being taken that the horse receives the benefit intended therefrom and in no way suffers by the owner being fined.

When full month's pay is the fine, the horse allowance will be included.

30. The horse allowance will, however, be always counted as part of his pay when calculating the amount of the full fine of one month's pay.

31. The amount of fine which may be deducted from the pay in any one month on account of departmental fines must not be so much as to leave to each member of the various grades less, as subsistence allowance, than the amount hereinafter prescribed:

32. Monthly subsistence allowance to be left, exclusive of horse allowance, after deducting any cuttings then being made monthly for clothing or other necessary purposes, and for the fine imposed :—

To Constable—Mounted and Foot,—Rs.	5.
„ Sergeant 2nd Grade do. do. „	7.
„ do. 1st „ do. do. „	10.

Deputy Inspectors of all grades } One-half of substantive salary.
Inspectors do }

If a police officer receives horse allowance and is not required to keep a horse, then the horse allowance is subject to deduction for fine, and may be counted as a part of the substantive salary.

33. *Reduction.* Reduction may be one from one class or to a lower ; or from one grade in a class to a lower grade in the same class.

34. No officer above the rank of sergeant may be reduced to that grade without the special sanction, in writing, of the Deputy Inspector-General. As a general rule, no officer should be so reduced, as a punishment, unless he is not only unfitted for the position he holds, but is likely to make a fairly efficient sergeant.

35. If such an officer is absolutely unfitted for his position, and it is not possible with a due consideration to the efficiency of the force to retain him in it, and he is neither well fitted for the position of sergeant nor has any special claim entitling him to the consideration of being retained as such, then there remains no alternative but to order him to resign the service.

Deputy Inspector-General to sanction the resignation.

36. No such officer may be ordered to resign without the special sanction, in writing, of the Deputy Inspector-General.

37. *Dismissal.* Any member of the force who is dismissed must be at once

Dismissed men to surren- called on to comply with the provisions of Section 28 of
der arms and appointments, the Police Act, and surrender forthwith, his certificate,
&c. clothing, accoutrements, appointments and other necessa-
ries which may have been supplied to him for the execution of his duty and which
are the property of the State.

38. This punishment should never be imposed except for the gravest offences,

Dismissal to be the ex- and when it is absolutely the only suitable punishment
treme punishment. which can be imposed.

39. Officers should specially recollect that simple dismissal to a young man
of short service is often a mere nominal punishment

The effects of dismissal: though the object of getting rid of him may have been
gained; but it is a very different thing when a man of long service entitled to pen-
sion is dismissed. Then the punishment is one of the greatest severity, as the pen-
sion provision he had looked to for his old age is lost for ever, and he is also prac-
tically prevented from obtaining other employment under Government.

40. When a member of the force of and over three years' service is dismissed,

Record of dismissal. the officer passing the sentence of dismissal shall record
in English, on the service roll, a memorandum showing:—

I.—The defence offered by the offender.

II.—The reasons in full for which he is dismissed.

If he be dismissed in consequence of the result of a judicial trial, the charge
laid and the judicial sentence passed must be fully shown, as well as the depart-
mental reasons for dismissing him.

If under three years' service, it will be sufficient to enter the reason for dismiss-
al in the order book.

41. These cases must receive a serial number corresponding with column I

Record to be made in the of the punishment register ordered to be kept up in all
punishment register. offices. See Form No. II of Appendix. In all punish-
ments on Inspectors and Deputy Inspectors the record must be in English.

42. When the cases of members of the force, regarding whom the sentence

Form of roll for sending of dismissal is solicited, are sent up to the Deputy In-
up cases for punishment. spector-General or to the Inspector-General, a roll must
be sent in Form No. III of Appendix, and this must be
decomposed by the character roll. The latter will be returned on disposal of case,
the former will be recorded with the order passed.

43. Cases in which it is recommended that a member of the police force be

Dismissals on judicial sen- dismissed on account of a judicial sentence passed on him,
tences to be sent up after should not be sent up to the Deputy Inspector-General or
appeal. Inspector-General, until the sentence of the Judicial Court
has been upheld on appeal, or the period of appeal has elapsed.

Powers of officers to punish.

44. Precedence and, therefore, command is by classes and grades in classes.

Order of standing for When two members of the same grade are together, that
command. one will command who is the senior by length of service.

45. Deputy Inspectors and officers in charge of police stations, vested with

Of Deputy Inspectors and the powers of such under the Criminal Procedure Code,
Station-house officers, and whose substantive rank is above that of constables,
may punish—

CONSTABLES.—By punishment drill up to three days.

46. Inspectors may punish—

CONSTABLES, { By punishment drill up to six days.
By suspension, pending enquiry only.
By residence in guard-room, pending the orders of superior authority,

47. Inspectors in charge of cities—and Assistant District Superintendents Of City Inspectors and of Police, may exercise the same powers as an Inspector Assistant District Superintendents of Police. (para 46), and may give extra punishment drill up to 10 days.

48. District Superintendents may punish—

CONSTABLES.—1. By punishment drill up to 21 days.
2. By residence in the guard-room, up to 21 days.
3. Deprivation of good conduct stripes.
4. By fine up to one month's pay.
5. By reduction.
6. By dismissal.

SERGEANTS.—1. By suspension up to one month, as a separate punishment.
2. By fine up to one month's pay.
3. By degradation in seniority list.
4. Deprivation of good conduct stripes as an additional punishment to reduction, not as a separate punishment.
5. By reduction.
6. By dismissal.

DEPUTY INSPECTORS.—1. By fine up to one month's pay.

49. Sentences of reduction and dismissal on sergeants and constables and of Punishments awarded by District Superintendents 4th Grade, or by Officiating District Superintendents. fines on Deputy Inspectors ordered by District Superintendents of Police of the 4th grade, or by Officiating District Superintendents, shall be submitted to the Deputy Inspector-General for confirmation before being carried out; provided that, a Deputy Inspector-General may permit any District Superintendent of the 4th grade, or Officiating District Superintendent, to exercise the full powers of punishment of a District Superintendent of Police.

50. An Inspector may for misconduct or dereliction of duty be suspended by An Inspector may be suspended. any superior officer, and his case reported to the Deputy Inspector-General for orders.

Of the Deputy Inspectors General. 51. Deputy Inspectors-General may exercise all the powers held by their subordinates, and the following in addition, over—

DEPUTY INSPECTORS.—1. Reduction in grade, or to rank of sergeant.
2. Degradation in seniority list.
3. Dismissal.

INSPECTORS.—1. Suspension as a punishment.
2. Fine up to one month's pay.

D. I. G. and D. S. P. may cancel or modify the punishments of their subordinates. 52. Deputy Inspectors-General and District Superintendents may cancel or modify any punishment passed by any officers subordinate to them.

Officer below rank of Dist. Supdt. of Police may not modify sentences. 53. Officers below the rank of District Superintendent may not cancel or modify any punishment passed by their subordinates.

54. The Inspector-General of Police retains the power of dismissal and reduction of Inspectors; and the power to cancel or modify any departmental punishment passed on any member of the force.
- Power of Inspector-General.

Records.

55. A punishment register, in the form given as No. II in Appendix, must be kept, in English, in each District Superintendent's office.
- Punishment register.

Judicial punishments to be shown in reverse end of register. The reverse end of the punishment register is to be used for entry of judicial punishments, and is to be kept in the same form and with appropriate headings.

56. In all cases sent for the decision of the Deputy Inspector-General or Inspector-General in which it is probable that any punishment will be awarded, the character rolls of the police officers concerned must invariably be submitted with the form prescribed in para 42.
- Character roll to be sent up with recommendations for punishment.

This will be recorded with the order passed in the case and the character rolls returned.

57. Any member of the force of and over three year's service may appeal against an order of dismissal, but not against any other punishment.
- Appeals.

Appeals by persons who have been dismissed from the force.

58. The following rules to regulate the practice of receiving and disposing of petitions from dismissed men who were in police employ, must be most carefully attended to.
- Rules for the admission and disposal of petitions from persons who have been dismissed the police.

59. Any person who was an enrolled police officer shall be entitled, as of right, to receive a copy of the order dismissing him from the service, signed by the officer who passed the sentence, together with the statements on which the order was based and the reasons for making it, as well as a copy of the entries in his character roll, if he petition for such copy on stamped paper of the value of one anna, within one month from date of dismissal—(*Note A., Article I, Schedule II of the Court Fees Act, 1870*)—and deposit the amount of copying fees according to the scale which may be in force in the Criminal Courts.
- Copy of order and papers may be given to party asking for same.

It shall be the duty of the District Superintendent to acquaint the petitioner with the correct sum chargeable as copying fees.

Neglect of this order occasions great injustice. If a man has been wrongly punished it delays his remedy and, where the punishment is a right one, it necessitates a correspondence, and prevents the controlling officer at once disposing of the petition on the grounds set forth in the order.

60. Appeals from the order of dismissal passed by District Superintendent of Police will be to the Deputy Inspector-General; and from the order of Deputy Inspector-General, whether confirming or directing a dismissal, to the Inspector-General of Police. Such appeal should be made on stamped paper of value of one rupee.
- To whom appeal shall lie.

61. The appeal shall be presented within two months of the date of dismissal: provided, that the Deputy Inspector-General shall, if he think fit, accept it at a later date.
- Period within which petition should be presented.

62. It shall be the duty of the Deputy Inspector-General to consider the appeal and to pass an order on it in English. The order shall set out the grounds on which it is based, shall be recorded in the office correspondence, and shall be accompanied by a vernacular counterpart.

Petition to Inspector-General of Police.

63. Persons who have been dismissed from the police force may, similarly, appeal to the Inspector-General, after the Deputy Inspector-General has rejected their appeal.

But the petition shall be written on stamped paper of the value of one rupee—(Clause C of Article I of Schedule II of the Court Fees Act, 1870)—and may be presented within two months, subject to the relaxation mentioned in para 61.

Intimation of a judicial conviction of a Government official.

64. Whenever a Government official is judicially convicted of an offence, a copy of the decision in his case is to be sent to the head of the department in which he may be employed.

No. 49—1,342, dated 7th August 1868, from the Secretary to Government of India, Home Department, to the Secretary to Government, Panjab.

The attention of the Governor-General in Council having been recently drawn to a case in which a European, who is still in the employment of Government, was charged with having committed rape upon a native woman, and was convicted of having used criminal force towards her, I am desired to request that instructions may be issued to the local authorities that, whenever a Government official is judicially convicted of any offence, a copy of the decision should be sent to the head of the department in which he is employed, in order that such action in the case as may be deemed proper, may be taken at once.

APPENDIX.

No. I.

ALLOWANCES WHILE UNDER SUSPENSION.

No. 2,528.—Dated Simla, the 26th September 1865.

Extract from Proceedings of the Government of India, in the Financial Department.

RESOLUTION.—The Governor-General in Council is pleased to pass the following rules:—

1st. Subsistence to an uncovenanted servant who is suspended, pending an enquiry into his conduct, should be limited, before the result of the enquiry is known, to one-fourth of his salary, unless he be a European on pay exceeding Rs. 25, in which case the subsistence is to be allowed at one-fourth of salary to an amount not less than Rs. 25 monthly.

2nd. Should the officer be re-instated, he may, at the discretion of local Government, or of the head of the department to whom the local Government may delegate such authority, be allowed full salary if he shall have been fully acquitted, or a portion of his salary if the result of the enquiry should be censure or admonition; but when censure or admonition is awarded the subsistence allowance during suspension must be so adjusted as not to involve additional charge.

3rd. When the payment which the Local Government may adjudge for the period of suspension to an officer who is re-instated involves additional expense, it must be separately provided for.

4th. An officer whose suspension is followed by dismissal, will not be allowed more than the subsistence which may be admissible to him under Rule I, for the period that he was suspended.

5th. The time passed under suspension pending enquiry, is taken into account as service towards pension, in cases of re-instatement; where suspension has been adjusted as a penalty, the period is disallowed.

THE orders of Government of India regarding the suspension allowances of Uncovenanted servants, published in above Resolution are held to be of general application, and therefore must be enforced as regards all Police Officers drawing even less than Rs. 20 a month.

Policemen sent up for trial by a District Superintendent, under Section 29 of Act V of 1861, or for breach of any other law, and admitted to bail by the Magistrate having jurisdiction, should receive subsistence allowance during such time as his case is before the court.

Subsistence allowance to be given to policemen admitted to bail by Magistrate.

No. II.

POLICE DEPARTMENT.

DISTRICT.

PUNISHMENT REGISTER.

Register of Departmental punishments inflicted on the force.

1	2	3		4	5	6
Annual Serial No.	Date.	OFFENDER.		By whom punished.	Nature of offence.	Punishment.
		Rank.	Name.			

The reverse end of the punishment register is to be used for entry of judicial punishments, and is to be kept in the same form and with appropriate headings.

(Form referred to in paras 41 and 55.)

No. III.

POLICE DEPARTMENT.

DISTRICT.

Roll of recommended for punishment

1	2	3	4	5	6	7	8	9	10	11	12	13
Constabulary No.	Name and Rank.	Salary per mensem. Date of first entering Government employ.	LENGTH OF SERVICE.				Organ- ized Con- stabulary.	Total length of service.	Present Age.	Character.	Remarks by District Superintendent.	Remarks by Deputy Ins- pector General.
			Darbar.	Civil Depart- ment.	Military Depart- ment.							
					Years.	Months.	Years.	Months.				

Date from which sentence is to have effect ()

MEMO. OF DATES OF PROMOTION TO

Sergeant Foot.		Sergeant Mounted.		Deputy Inspector.			Inspector.		
2nd	1st	2nd	1st	3rd	2nd	1st	3rd	2nd	1st

District Superintendent of Police.

Dated

18 . }

Deputy Inspector General

Circle. }

Form referred to in para 42.

No. IV.

NOTIFICATION OF DISMISSALS.

Memo. No. 4,692 of 7th October 1871. Draws attention to selected Miscellaneous Circular No. X of 30th July 1855 by the Chief Commissioner Panjab, regarding publication of dismissals.

2. A period of three months for purposes of appeal should be allowed to intervene between the dates of dismissal and publication of the fact in the Gazette.

SELECTED MISCELLANEOUS CIRCULAR NO. X.

(Circular No. 25—1,418 of 1855.)

I am directed by the Chief Commissioner to forward for your information and guidance copy of a letter this day addressed to the Commissioner and Superintendent Multan Division, regarding the period which should intervene between the dismissal of a native officer and the circulation of his descriptive roll, in case it should be deemed necessary to interdict his re-admission in the service, in order to allow time for appeal.

Letter No. 1,417, of 30th July 1855, to the Officiating Commissioner and Superintendent, Multan Division.

In reference to your letter No. 58, of the 18th current, forwarding, for circulation, the descriptive roll of * * * * Moharrir in charge of the Multan Jail Works, who was dismissed by your order of the 7th idem, I am directed by the Chief Commissioner to communicate his opinion that, as a general rule, a period of three months should be allowed to elapse, to admit of appeal, before issuing the order prohibiting a discharged officer from being re-employed under Government. The circulation of the descriptive roll of Phiraya Lall must accordingly be held in abeyance for the present.

MEMORANDUM.

The following Orders are superseded :—

Circular 35 of 1861.
 " 81 of "
 " 26 of 1862.
 Circular Memo. 987 of 1862.
 " 1,481 of "
 Circular 46 of 1862.
 " 7 of 1863.
 " 18 of "
 " 6 of 1864.
 " 9 of "
 " 27 of "
 Circular Memo 1,863 of 1865.
 Circular 2 of 1866.
 No. 847 of 6th April 1865.
 Circular 21 of 1868.
 " 12 "
 Memo 2,113 of 27th August 1868.
 No. 61 of 7th January 1869.
 Circular 17 of 1869.
 " 55 of 1871.
 Memo 4,692 of 7th October 1871.
 Circular Memo 849 of 1872.
 Memo 2,642 of 12th September 1872.
 Circular 22 of 1873.

BOOK CIRCULAR No. XX.

(No. 146.)

Dated 21st January 1874.

PROMOTIONS.

Remarks.—It is not altogether unfitting to urge here on officers the wisdom and justice of keeping in view the interests of men who have rendered good service under their predecessors or other officers of the Government.

Officers should never forget that these good services were performed for Government and not for the individual officers under whom the men were then serving; that they, therefore, are as much bound to keep these services in remembrance as if they had been performed under their own immediate command.

The power gained over all classes in India by those whose names are watchwords amongst our countrymen was in no small degree obtained by the identifying with their own the interests of all who had performed good service for Government; it should be remembered that what weakens the power of Government in obtaining full and faithful service from native subordinates is the feeling that meritorious service under one officer has little weight with another.

General rules.

1. The following general rules must guide all promotions in the police department:—

I.—A seniority roll to be kept in English for each grade of officer in the force.

II.—The senior man if fully qualified must get the promotion.

In the application of the above rules the following instructions must be carefully attended to:—

Promotion in the grades of Constables.

2. *Constables.*—As it is not possible for District Superintendents to be thoroughly acquainted with the relative merits of each constable, it is necessary that, as regards all promotions from the 2nd to the 1st grade of constable, the senior constable on the list be promoted. If not fit for promotion he should be discharged, for it must be assumed that if he is not fit to be a 1st grade constable neither is he fit to be retained as a 2nd grade constable.

It is quite possible that the District Superintendent may have specially observed certain constables who have had the good luck to come under his immediate notice, and he may have formed the opinion that any one of them is better fitted for promotion than the senior constable on the list of whom he knows almost nothing. Nevertheless, he must not promote any one of them in preference to the senior constable.

The object is to inure to all constables of the 2nd grade a certainty of promotion by steady work, and this cannot be achieved amongst constables scattered all over a district, and in which, from force of circumstances, there must be men of whom the District Superintendent can know but very little.

3. Good service amongst 2nd grade constables who, not being at the top of the list, cannot claim promotion by seniority, can be rewarded with money and good conduct stripes.

Good service may be specially rewarded.

From 1st grade Constable to Sergeant.

Promotion to grade of sergeant.

4. The District Superintendent of police will select the constable he considers best fitted for the vacant appointment.

5. As a rule, no constable should be made a sergeant unless he can read and

Constables to be able to read and write before promotion.

write Urdu well enough to discharge the duties of a station clerk, bears a good character for steadiness and is physically as well as mentally qualified, or possesses such detective qualities as specially fit him for the

position of sergeant. Provided that, in the case of the old military police constables, when sergeants are required for purely protective duties, they should not be passed over merely because they cannot read and write Urdu, if they are otherwise well qualified.

Reasons to be recorded for passing over each man,

6. Reasons must be recorded in the Order Book for passing over each constable.

Promotion in the grades of Sergeant.

Promotion of sergeants to mounted branch.

7. For promotion in the grades of sergeant the senior must be selected, unless there are special reasons for passing him over.

In such case a memo of the reasons for not promoting those superseded must be recorded in the Order Book, as prescribed for constables in para 6.

Promotion to rank of Deputy Inspector.

Promotion to Deputy Inspector.

8. The entire number of Deputy Inspectors in the Imperial and municipal police within the circle of a Deputy Inspector-General, must be brought on one seniority list, which will be kept in the office of the Deputy Inspector-General.

9. When a permanent vacancy occurs, each District Superintendent must submit to the Deputy Inspector-General a recommendation, in form annexed, with the character roll of the first senior sergeant; and, if he does not recommend him for promotion, must state his reasons very fully for not recommending him and submit the character rolls of all the sergeants in order of seniority, down to and including that of the sergeant he does recommend.

The Deputy Inspector-General will select the sergeant who appears to be the best fitted for the vacancy.

10. No man shall be promoted to the rank of Deputy Inspector unless he can read and write Urdu well, is thoroughly acquainted with the duties required by the Criminal Procedure Code, from an officer in charge of a police station and with departmental orders; and is moreover physically and mentally well qualified to discharge all the duties of a Deputy Inspector with efficiency, and bears a good character for honesty and steadiness.

11. Each character roll must be accompanied by a certificate signed by the District Superintendent of police sending up the roll, stating that either he examined the man himself in the above duties on a certain day (date to be stated), and does or does not consider him qualified; or that the man was examined by some other

Certificate of fitness for promotion.

District Superintendent (*name of District Superintendent and date of examination to be stated*) and declared qualified or disqualified, in which decision the District Superintendent concurs or does not concur.

An officer once selected for promotion to Deputy Inspector not liable to examination.

12. When once a man has been accepted by a Deputy Inspector-General as qualified for the position of Deputy Inspector, he must receive a certificate to this effect, and not be liable to further examination.

13. In either case, by whatever District Superintendent the man has been examined, the examination papers, containing the questions and the replies, must be submitted to the Deputy Inspector-General.

Papers of the examinees to be submitted.

14. Men who were made sergeants purely for detective qualities may be promoted to the rank of Deputy Inspector even though they cannot read and write; and in the case of sergeants of the old military police, when a Deputy Inspector is required for duties purely of a protective nature, such sergeants may be promoted to the position of Deputy Inspector even though they cannot read or write Urdu, nor discharge the duties of an officer in charge of a police station, if they are otherwise well qualified.

Exception in favor of old soldiers.

Promotion in the grades of Deputy Inspector.

15. Promotion in the grades of Deputy Inspector must be regulated by the same principles and procedure as prescribed for promotion to the grade of sergeant, except that report from District Superintendent of police will be required by Deputy Inspector-General as regards the *examinations* of the Deputy Inspector they recommend for promotion, it being assumed that all passed their examination when they entered the rank of Deputy Inspector.

The Deputy Inspector-General will be able, by having all the Deputy Inspectors of the circle on one list as ordered in para 8, to punish a man he may not wish to degrade, by placing his name some lower steps in the seniority roll.

Promotion to rank of Inspector.

16. Each Deputy Inspector-General will submit to the Inspector-General the character roll of the Deputy Inspector he recommends for promotion to rank of Inspector, after carefully considering the case of each Deputy Inspector of his circle.

Inspector-General will select the best qualified.

17. The Inspector-General will select the candidate who appears best amongst those recommended.

18. No Deputy Inspector shall be promoted to the rank of Inspector who has not passed the examinations prescribed for Deputy Inspectors, and is not declared by the Deputy Inspector-General to be well qualified for the position mentally and physically.

Qualification necessary for promotion.

19. Deputy Inspectors of the old military police shall be eligible for promotion to the position of Inspector, if they have not passed the aforesaid examinations and the vacancy is one for which an Inspector is required purely for protective duties.

Exception in favor of old soldiers.

Promotion in the grades of Inspector.

Promotion among Inspectors.

20. For promotion in the grades of Inspector, the same procedure will be adopted as for Deputy Inspectors.

21. In all cases when promotion rolls are submitted either to the Inspector-General or Deputy Inspector-General, the date from

Date of promotion to be given. which it is proposed that the promotion shall have effect must be invariably stated, so that the sanctioning authority may be able to fill up correctly the certificate of appointment.

Miscellaneous.

22. None of the foregoing rules shall prevent a District Superintendent, or Inspector-General may make or authorise exemptions. Deputy Inspector-General of police, promoting a man out of his turn for such very special and excellent service as render a departure from the rules evidently necessary ; but in all such cases the reason for the promotion must be very fully recorded.

The Inspector-General reserves to himself the power to allow or to order exemptions from or modifications of these rules in special cases.

23. Deputy Inspectors-General need not send any intimation to the Accountant-General of acting promotions made by them. District Superintendents of police will enter all officiating appointments made either by themselves or by Deputy Inspectors-General in the monthly leave statements submitted with the pay abstract.

24. Recommendations for permanent promotions are to be made in the form herein given. The character rolls which must accompany it, as ordered in para 9, will be returned, while this form will be recorded with the orders passed in the case.

POLICE DEPARTMENT

DISTRICT.

Roll of

recommended for promotion to the rank of

1	2	3	4	5	6	7	8	9	10	11	12	13		
Constabulary No.	Name and Rank.	Salary per mensem. Date of first entering Government employ.	LENGTH OF SERVICE IN						Total length of Service.	Present Age.	Character.	Remarks by District Superintendent.	Remarks by Deputy Inspector-General.	
			Durbar.		Civil Department.		Military Department.							Organised Constabulary.
			Years.	Months.	Years.	Months.	Years.	Months.						
								Years.	Months.	Years.	Months.			

Date from which the promotion is to have effect ()

MEMO. OF DATES OF PROMOTION TO

Sergeant Foot.		Sergeant Mounted.		Deputy Inspector.			Inspector.		
2nd	1st	2nd	1st	3rd	2nd	1st	3rd	2nd	1st

District Superintendent of Police.

Dated

18 . }

Deputy Inspector-General, Circle. }

(Form referred to in Paras 9 and 24)

MEMORANDUM.

The following Circulars and orders are superseded :—

Circular No. 59 of 1861.

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Circular 26 of 1863 (*paras 6 and 7*).

Circular Memo. 2,698 of 1866.

Circular No. 21 of 1870.

Circular Memo No. 3,541 of 1872.

BOOK CIRCULAR No. XXI.

(No. 182.)

Dated 26th January 1874.

TRANSFERS.

Of the Subordinate Grades.

Transfers of men to different districts to be avoided

1. As a rule, constables may not be transferred against their will from one district to another, except as a punishment.

It is a great object to let men of the district find service in the district.

2. The transfer of members of the police force below the rank of Inspector

Transfers need the sanction of Deputy Inspector-General.

from one district to another is prohibited, except under the authority of a written order given by the Deputy Inspector-General.

When the transfer is from one circle to another both Deputy Inspectors-General to be consulted.

3. The authority of both Deputy Inspectors-General concerned is necessary for the transfer of a policeman from a district in one circle to a district in another Deputy Inspector-General's jurisdiction.

The transfer of an Inspector needs Inspector-General's sanction.

4. All grades superior to that of constable may be transferred; but the transfer of an Inspector needs the sanction of the Inspector-General of Police.

Excepting Inspectors and Deputy Inspectors, other transfers to be of men with equal salary.

5. Inspectors and Deputy Inspectors may be transferred without reference to their salaries, which are considered as personal. In all other grades an interchange can be made only between officers drawing equal salary.

6. Applications to Deputy Inspector-General for permission to transfer police-

Applications for transfer of Inspectors and Deputy Inspectors.

men below the rank of Inspector, or to the Inspector-General for sanction to transfer Inspectors, should contain the reasons for making the request; and, in case of sanction, the order directing the transfer must be entered in the man's character roll.

Officers charged judicially, not to be transferred without the Deputy Commissioner's concurrence.

7. Deputy Inspectors in charge of police stations against whom a charge has been preferred in a judicial court, or who have been suspended on such a charge, are not to be transferred without the concurrence of the Deputy Commissioner.

Of Court Inspectors.

Transfer of Court Inspectors.

8. As Court Inspectors are employed on duties in which Deputy Commissioners are personally concerned, the following orders must be attended to :—

I. No. Court Inspector shall be transferred, except in cases of emergency, without the concurrence of the Deputy Commissioner.

II. If, in the exercise of the power conferred on him by rule I, a Deputy Commissioner objects to the transfer of the Court Inspector employed in his district, the transfer shall be held in abeyance pending a reference which the Deputy Inspector-General of Police of the circle may make, if he considers such transfer desirable.

The Deputy Inspector-General shall forward with such reference a statement of his reasons together with a copy of the Deputy Commissioner's objection, for the orders of the Local Government.

Meaning of expression—
"cases of emergency."

III. The expression "*cases of emergency*" in rule I includes the following circumstances :—

(a). A Court Inspector applying for leave and being entitled to it.

In this case his place may be supplied by the transfer of a Court Inspector, if the Deputy Inspector General consider it necessary.

(b) The death, conviction, discharge or dismissal of a Court Inspector.

The Deputy Inspector-General may, if he think it necessary, transfer a Court Inspector to fill his place.

Of Gazetted Officers.

9. His Honor the Lieutenant-Governor has been pleased to rule in the Civil Department that no officer, divisional or district, is to quit his post without taking the precaution of leaving a complete memorandum on record to enable his successor to prepare his annual report.

The neglect of this, His Honor considers, is not only prejudicial to the interests of Government, but very unfair to all the subordinates of the relieved officer whose good services are unnoticed.

This rule must be most carefully attended to by all police officers.

10. Certificates by officers proceeding on leave, or making over and receiving charge, must bear the dates on which they are actually signed by the officer concerned.

"Circular No. 32 of 16th May, 1870, by Secretary to Government, Panjab, to all Commissioners and Heads of Departments.

"The Accountant-General has brought a case to notice in which an Assistant Commissioner left his station on a Saturday afternoon to proceed on leave, and obtained at the time a certificate of his having made over charge of his office. The certificate in question however, though signed on *Saturday afternoon*, was dated the *Monday morning* following; and the Deputy Commissioner has explained that, as the intervening day was Sunday, during which no work could be done and it appeared to be of no importance where the Assistant might remedy on that date, it did not occur to him at the moment that there was any impropriety in his thus post-dating the document.

"2. As it is possible that other officers may labor under a similar delusion, the Hon'ble the Lieutenant-Governor desires that it may be considered a standing rule that, under no circumstances whatever is any document of this description, intended to be used as a voucher for the Account Department, to bear any other date than that on which it is actually signed."

Dates of relinquishing and resuming duty, to be promptly reported.


Delay in furnishing

Delay in reporting occasions inconvenience.

drawing the allowance to

Reports of leave or transfer to be made in prescribed form.

Dockets or letters are not to be used for such reports.

 For orders regarding "Last-pay Certificate" and Return to Duty, officers are referred to Civil Leave Code, Chapters XI and XII.

Report to Accountant-General to be made promptly.

11. The earliest possible intimation must be given of the dates and hours (*i. e.* whether in the fore or afternoon) on which officers proceed on and return from leave, or relinquish one and assume another duty.

this information causes inconvenience, and, it may be pecuniary loss, to officers who are officiating in higher grades, and who are unaware that they have reverted; and on the other hand it prevents other officers from which they are entitled.

12. All reports from officers proceeding on or returning from leave, and all reports from officers transferred from one station to another, must be furnished in the forms herein prescribed.

13. Prompt reports must be made to the Accountant-General of relinquishment and assumption of charge of appointment.

The following Circular of Accountant-General is re-printed for convenient reference—

Circular No. 163, dated 24th July 1869.

From Accountant-General, Panjab, to all officers drawing pay from the Civil Department.

Under instructions from the Panjab Government, I have the honor again to draw attention to the necessity for the prompt despatch to this office of certificates of relinquishment and resumption of charge.

2. Whenever any officer leaves his post on leave or on transfer to another district, or to another appointment in the same district, a certificate should be forwarded to this office, in the accompanying form, on the very day on which the occurrence takes place. If the officer make over charge of the post to another officer, the certificate should be signed by both. If, however no actual transfer of charge takes place (as in the case of an Assistant Commissioner going on leave, for instance) the certificates will merely be signed by the officer leaving his post.

3. Similarly, whenever an officer assumes charge of a new post, whether in the same or another district, a certificate should be furnished on the very day direct to this office, either on the certificate given by the officer relinquishing the post, as indicated in the previous paragraph, or, if there be no direct transfer of charge (as in the case of an Assistant Commissioner transferred to a new station for instance), in a separate certificate signed by the officer joining his post.

4. As very great inconvenience has been caused by neglect of the prescribed rules on this subject hitherto, I am instructed to add that every officer relinquishing or assuming charge of an office will be held by the Government personally responsible for the prompt despatch of the necessary certificate to the Account Department, and that if any unnecessary delay occur in the receipt of such certificates the matter will be at once reported for the orders of His Honor the Lieutenant-Governor.

5. These instructions, it should be borne in mind, are applicable to all officers in civil employ in all departments, and to every case of relinquishment and assumption of duties, whether in consequence of privilege or private affairs leave, or of furlough, or in consequence of proceeding or on returning from deputation, or in consequence of permanent transfer to another district. They apply to all cases whether or not there is any change in an officer's allowances.

FORM.

Certified that I (*here give name and designation of officer making over charge*) have this
 { *fore or after* } noon made over charge of the post of (*here give name of post relinquished*),
 and that I (*here give name and designation of officer receiving charge*) have this
 { *fore or after* } noon received charge of the post of (*here give name of post assumed*) with

reference to the orders of the Panjab Government No. (Nos. of Government orders) dated (dates of Government orders) here give substance of Government orders, thus—"granting the first-named officer leave," or "transferring the officers," &c.)

Dated the _____ of _____

Signature of officer making over charge. }

Signature of officer receiving charge.

NOTE.—When no actual transfer takes place the inapplicable sentence will be scored through.

(FORM A.)

POLICE DEPARTMENT.

DISTRICT.

LEAVE REPORT.

Of _____

1	2	3	4	REMARK ^S .
Nature and extent of leave obtained.	Gazette order sanctioning leave.	DATE AND HOUR OF		
		Relinquishing duty.	Assuming charge.	
		Date. { 187 .	Date. { 187 .	
		Hour. { A. M. P. M.	Hour. { A. M. P. M.	

Dated

187 .

I made over as noted in column 3.

I assumed charge as noted in column 4.

Signature of officer going on leave.

Signature of relieving officer.

(FORM B.)

POLICE DEPARTMENT.

DISTRICT.

TRANSFER REPORT.

Of _____

1	2	3	4
Gazette order transferring.	DATE AND HOUR OF		REMARKS.
	Relinquishing charge.	Assuming charge.	
No.	Date. { 187 .	Date. { 187 .	
Date	Hour. { A. M. P. M.	Hour. { A. M. P. M.	
Station to which transferred.			

Dated

187 .

I certify to having made over charge as noted in column 2.

I certify to having assumed charge as noted in column 3.

Signature of officer relieved.

Signature of relieving officer.

MEMORANDUM.

The following Orders are superseded :—

Circular No. 12 of 1862.
 Circular Memo 2,339 of 1864.
 Circular Memo 3,164 of 1864.
 No. 1,551 of 15th June 1866.
 Circular Memo 2,105 of 1869.
 Memo No. 1,642 of 9th June 1870.
 Memo No. 2,061 of 25th July 1872.
 Circular No. 41 of 1872.
 Memo No. 659 of 3rd March 1873.

BOOK CIRCULAR No. XXII.

(No. 183.)

Dated 26th January 1874.

TARGET PRACTICE.

PRACTICE.

1. It is a great object to train each recruit thoroughly in target practice and the use of his carbine, so that a minimum of subsequent annual instruction and firing will be sufficient to keep him, when no longer a recruit, moderately efficient in handling fire-arms.

2. Policemen must be taught the position drill as laid down in the Police Drill Manual. Each district possesses an establishment of three tripods, kept up from the allowance for repairs of arms.

Practice of trained men. 3. Trained policemen will fire 10 rounds of ball cartridge thus :

5 rounds at 50 yards.

5 " 80 "

Practice of recruits. 4. Recruits will fire 50 rounds of ball cartridge as below :—

2nd Class.	{	50 yards	15 rounds.
		80 "	15 "
1st Class.	{	100 "	10 "
		120 "	10 "

5. The horses of the mounted branch must be accustomed to stand fire and the men taught to load and fire steadily from horse-back.

Practice at rural stations. 6. The annual practice can be conducted at those rural stations where space may be available for a range and butts can be constructed.

An intelligent Deputy Inspector who is well acquainted with his drill can be sent out : he will see that the practice is correctly carried on, and in such a place, time and manner, that the firing is dangerous to no one.

Loaded weapons. 7. All loaded weapons are to be kept at half-cock.

Locks of carbines to be tested. 8. It is the duty of the officer in charge of every party which is armed with carbines to test the locks prior to loading. If a carbine can be fired on half-cock it is not to be loaded.

Measures should be taken to exchange or remedy any weapons discovered to be so defective.

AMMUNITION.

9. *Practice ammunition.*—Twelve rounds of ball and 20 rounds of blank cartridges and 35 caps per mounted and foot constable and sergeant, will be drawn as annual practice ammunition.

10. The practice ammunition is to be expended as follows. It is calculated that there will be 5 per cent. of recruits for annual exercise,—50 rounds of ball cartridge, and 75 caps will be issued to recruits for their first year's course; whilst 10 rounds of ball cartridge and 15 caps will remain for the use of the 95 per cent. of trained policemen.

The ammunition is to be expended under the following rules.

11. The ammunition in pouch and oldest of the ammunition in reserve is to be expended for target practice, the ammunition newly received being retained for *Service*.

12. It may be necessary to serve out a larger proportion of the blank ammunition to the mounted than to the foot police, in order that the former may expend it in practice on horse-back.

13. Service ammunition to consist of 10 rounds ball cartridge and 15 caps for each sergeant and constable of the Imperial force.

The service ammunition will be kept in the pouches, and the service caps in the tin magazines attached.

TARGETS.

14. Two targets, each 2 feet wide and 6 feet high, being simple iron frames with spikes at lower ends for fixing in the ground, are allowed for each district. These targets are to be covered with coarse canvas and paper.

A supply of markers' flags must also be maintained.

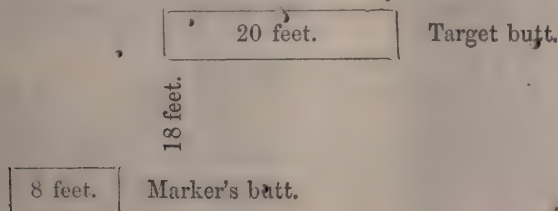
BUTTS.

15. Butts of the following description may be erected wherever necessary :—

Practice Butt.—20 feet long, 12 feet high, 4 feet thick at bottom and 3 feet at top.

Marker's Butt.—The marker's seat to be sunk 3 feet. Butt to be 8 feet high from bottom of ditch; to be 8 feet long; 4 feet thick at base and 3 feet at top.

The butts should be placed thus :—



16. Where not objected to, the ridges of the butts should be tiled to prevent Ridges to be tiled. them from being destroyed by rain.

17. Butts and targets are to be kept in a state of repair during the practice season. To effect this the sale proceeds of old lead may Repair of butts and be credited to a target fund. The amounts will be placed targets. in the police treasure chest, and an account kept in the subhead M. of District Superintendent's Cash Book.

INDENTS.

18. District Superintendents of police will submit their annual ammunition Ammunition indents to indents, in duplicate, in form A, through Deputy Inspectors-General punctually on the 1st July of each year, to be submitted by 1st July of each year. enable them to be checked and forwarded to Calcutta by the 1st August.

The supply of ammunition is for the official year. Calculations to be made only on the strength of Imperial police.

Indents to be disposed of by the Deputy Inspector-General 19. The indents will be checked and countersigned by the Deputy Inspector-General, and forwarded by him direct to the Ordnance Office at Calcutta.

20. The indents for ammunition or component parts of arms submitted by police officers should contain a description of the weapon for which the stores are required, as requested in following letter of the Ordnance Department :—
Indents for stores.

No. 1,774 B., dated 10th June 1873.

From the Inspector-General of Ordnance and Magazines, to the Inspector-General of Police, Panjab.

I HAVE the honor to request that district officers, or others, under your orders, when indenting for stores on the Ordnance Department, may be instructed to enter in their indents for ammunition or component parts of arms, the description of weapon for which such stores are demanded.

Without this information it is impossible to know what is actually required, and great delay is often caused by reference having to be made to the indenting officer.

TARGET PRACTICE RETURN.

31. The annual return, in form B annexed, will exhibit the practice of trained Annual return. policemen only.

22. As the target practice is usually carried on and completed during the winter months, the annual return must be submitted on the 1st of April of each year, embodying the results of the cold-weather shooting.
Return to be submitted on 1st April.

Deputy Inspector-General to examine the returns and finally to record them. 23. The Deputy Inspector-General should scrutinize these returns, and draw the District Superintendents' attention to such points as deserve notice.

The returns will be finally recorded in the Deputy Inspector-General's office.

PRIZES FOR PROFICIENCY IN SHOOTING.

24. In each district rewards to the value of Rs. 25, either in money or articles, may be given to the best shots amongst the sergeants and constables, provided that 75 per cent of the sanctioned strength of force of the district has gone through the course of shooting in the season for which prizes are given.
Prizes for good shooting.

25. The above amount should be divided into three prizes :—

	The first prize	... Rs. 12
Scale of prizes.	The second do.	... „ 8
	The third do.	... „ 5

26. No man to receive a prize unless he scores two-thirds of the maximum of points obtainable according to the following scale :—

	A bull's-eye to score	... 3 points.
Conditions of the reward.	A centre „	... 2 „
	An outer „	... 1 „

27. These prizes for good shooting are to be paid from the general budget
Source of payment. head of *Rewards*.

FORM A.

POLICE DEPARTMENT.

DISTRICT.

Annual Indent on the

Magazine for ammunition required for Imperial Police only.

1	2	3	4	5	6	7	8
<i>Present strength of the Force.</i>	Established proportion.	Now in possession and in serviceable condition.	Due on former Indent.	Now indented for.	Year and month in which the articles required to be replaced were received.	Purpose for which required.	Admitted by the Inspector-General of Ordnance and Magazines.
Mounted Sergeants							
Foot Sergeants							
Constables							
Total ...							
<i>Service Ammunition.</i>							
Cartridges, ball'd—Police carbine, new pattern, smooth-bore, at 10 rounds per man...							
Caps, at 15 per man							
<i>Practice Ammunition.</i>							
Cartridges, ball'd—Police carbine, new pattern, at 12 rounds per man							
Do. blank, at 20 do. do....							
Caps, at 35 per man							

I do hereby certify that the articles herein indented for are indispensably necessary for use of the Police Force according to the best of my judgment and belief, and after the most careful examination.

Dated

18 . .

(Countersigned.)

Deputy Inspector-General of Police.

Circle.) District Superintendent of Police.

FORM B.

POLICE DEPARTMENT.

DISTRICT.

Return showing result of Target practice of Imperial Police during the Year 187

1	2	3	4										5	6
Total sanctioned strength of Force.	Number of men exer- cised.	Number of rounds fired.	INDIVIDUAL PRACTICE.										FILE FIRING.	REMARKS.
			2ND CLASS.					1ST CLASS.					From 80 to 100 yards.	
			50 yards.		80 yards.			100 yards.		120 yards.				
			Hits.	Misses. Points.	Hits.	Misses. Points.	Hits.	Misses. Points.	Hits.	Misses. Points.	Hits.	Misses. Points.		
	No.													
Sergeants, Mounted ...														
Do., Foot ...														
Constables, Mounted,														
Do., Foot ...														

Dated

187 .. }

District Superintendent of Police.

MEMORANDUM.

The following orders have been superseded.

Memo No. 1,955 of 26th June 1866.

Circular 21 of 1867.

Circular 25 of 1867.

Circular 6 of 1868.

Circular Memo 1,319 of 1868.

Circular 26 of 1870.

Circular 26 of 1873.

Circular Memo 4,008 of 1865.

Circular 20 of 1870.

Letter No. 3,020 of 12th May 1871.

Prizes for shooting.

BOOK CIRCULAR No. XXIII.

(No. 184.)

Dated 26th January 1874.

STATION BOOKS.

Police Stations and their strength.

1. Police Stations (Thanas) are divided into 1st and 2nd Class according to the strength of police party located there.

The minimum strength is as follow :—

1st Class.2nd Class.

1 Deputy Inspector.
2 Sergeants.
12 Constables.

1 Dy. Inspector or Mounted Sergeant.
1 Foot Sergeant.
8 Constables.

All police stations at head quarters of districts are, as a matter of course, of the 1st class, and are denominated Sadr police stations; the rest are rural stations, and are of the classes above shown.

2. Police officers in charge of 1st and 2nd class stations only, and all Deputy Inspectors and superior officers of the Railway Police, are invested with certain powers to make investigations into offences and arrest persons, under the provisions of Chapters IX and X Criminal Procedure Code.

3. Subordinate to each police station there are smaller parties located at what are called *Out-posts* and *Road-posts*; and these again are divided into 1st and 2nd class, according to their importance.

All out-posts have lock-ups for prisoners attached to them, and are used for accommodating prisoners in transit.

The strength of police party located at an out-post is ordinarily :—

1st Class.

1 Sergeant.
6 Constables.

2nd Class.

1 Sergeant.
4 Constables.

The police at out-posts act in subordination to the officer in charge of the station to which they are attached.

Road-posts and their strength.

4. Road-posts are of the following strength—

1st Class.

1 Sergeant.
3 Constables.

2nd Class.

3 Constables.

These are for merely patrolling purposes, and have no lock-ups attached to them.

5. The police at out-posts and road-posts should be restricted to the performance of the duties described in Chapter IX C. P. C., which may lawfully be performed by officers not in charge of stations.

6. District Superintendents, in consultation with Deputy Inspectors-General, should fix the number of all out-posts and road-posts, and it should be borne in mind that they should be as few as possible. When once the number is fixed, a complete record giving the names of all stations and posts must be kept in the offices of the District Superintendents of Police and Deputy Inspectors General, and no addition to the number should be made without the Deputy Inspector-General's sanction.

The phrases "reporting out-post" and "chalaning out-post," should be suppressed, as they convey an erroneous impression of authority to investigate into offences.

7. In view to maintaining a uniform system at all police stations the following books and returns and rules regarding them, are prescribed for the guidance of the officers in charge.

No changes in or addition to the number may be made without the sanction of the Inspector-General of Police.

I.—BOOKS.

1. Charge Register. 2. Diary. 3. Register of Remands, Processes, &c.
4. Register of Proclaimed Offenders. 5. Register of Orders received and Replies sent. 6. Miscellaneous—(a blank book.) 7. Pound Accounts. 8. Case Diary Book. 9. Register of previous convictions. 10. Register of persons under surveillance. 11. Police Circulars and Standing Orders. 12. Postal Register. 13. Minute Book for European Officers. 14. Book of Beats. 15. Register of Deaths. 16. Register of ticket-of-leave convicts.

II.—RETURNS.

(Periodical.)

- A.—Monthly return of Remands, Processes, Deaths, and Arms discovered.
- B.—Monthly return showing amount of judicial fines realized.

(Casual.)

C & D.—Daily and monthly Reports of Cholera.

To be submitted when the disease is prevalent in the station jurisdiction.

I.—BOOKS.

(1).—CHARGE REGISTER.

8. Two books must be kept at each police station for the registry of all complaints. The one shall be for registering complaints of *cognizable cases*; the other for registering complaints of *non-cognizable cases*. Both shall be called *Charge Registers*, and shall be in the forms hereinafter prescribed.

9. The book for registering cognizable offences shall be prepared with *foil and two counterfoils*: one for despatch to District Superintendent of Police; the other for despatch to the Magistrate having jurisdiction (*vide No. 1, Form A of Appendix.*)

10. The book for registering non-cognizable offences shall be prepared with *foil and one counterfoil*. The counterfoil is for transmission to District Superintendent of Police only.

It shall have a *Slip Receipt* to be filled up, torn off and given to the complainant as an acknowledgment that his complaint is recorded (*vide No. 1, Form B of Appendix.*)

Each register to have 100 leaves, and to be paged consecutively.

11. Each charge register book is to be made to contain 100 leaves; and each book must be completely filled before a new one is begun.

Charge registers must have station serial numbers, from one upwards, beginning 1st January and ending 31st December of each year.

12. Any correction in a charge register book is to be made by drawing the pen through the error so as to leave the error legible, and on no account is a page to be torn out or a piece of paper pasted over a mistake.

Corrections how to be made.

13. Every complaint of a cognizable or non-cognizable offence preferred to, or When a charge may be refused by police.

"Nothing is an offence by reason that it causes, or that it is intended to cause, or that it is known to be likely to cause, any harm, if that harm is so slight that no person of ordinary sense and temper would complain of such harm."

information received of, such an offence, by an officer in charge of a police station, must be entered in writing in one or other of these books, unless it is an offence which comes under the definition of Section 95, Indian Penal Code, (*vide margin*), in which case the police officer shall refuse to record it.

14. Criminal Procedure Code, Section 113, does not confine the record only to offences committed within the limits prescribed for investigation of cognizable offences under Section 114,—that is to say, the local jurisdiction of the police officer—or to offences committed outside those limits in cases in which a Magistrate might, under the provisions of Chapter VI, inquire into an offence not committed within his district. Therefore, a police officer must record charges of offences into which he cannot himself inquire, if preferred to him in person by a complainant.

15. Under this system of entering every charge made or information received of an offence, cognizable or non-cognizable, it will occasionally happen that entries of offences which were never committed have been made. If the District Superintendent considers that an offence entered in a charge register was never committed, he must send the case with a memo in English to the Magistrate of the district for cancellation; and if the Magistrate thinks fit he will cancel the case.

16. If a Magistrate cancels a case, an order will be sent from the District Superintendent's office, signed by the District Superintendent or his Assistant, to the station from whence the offence was reported. The order must quote the number and date of the Magistrate's order, as well as the number and date of the charge to be cancelled.

17. The officer in charge of the station, on receipt of the order, will attach it by thread to the page of the register containing the charge. When this station is next visited by the District Superintendent or his Assistant, on the inspection of the charge register book, he will compare the entry on the page with the order for cancellation, and if correct, will write the word *cancelled* in English across the page, signing his name to it. The order will then be detached and a report written on it to the effect that, on such a date the case was cancelled.

This report, written on the Magistrate's order, must be signed by the District Superintendent or Assistant carrying out the order, and returned to be recorded with the case in the District Superintendent's office.

18. Police officers may not cancel cases on their own authority.

Procedure to be adopted in the use of these charge registers.

Procedure in using charge register books.

19. The registers shall be filled in by the officer in charge of the police station at the time when the charge is made; or, by the station clerk.

20. He must ascertain that the charge preferred constitutes an offence and does not come within the meaning of Section 95 of the Indian Penal Code as *no offence*, and, therefore, to be rejected as ordered in para 13 of this Circular.

The charge preferred must be really an offence.

21. If the charge constitutes a *cognizable* offence, then, whether it seems true

If the charge is a *cognizable* offence, it must be recorded wherever it occurred, and without reference to its being true or false.

or false, wherever it apparently has been committed, within or without the limits of the police station jurisdiction, within or without the limits of the district, it shall be recorded in the foil of the register, and foil and each counterfoil be duly signed, sealed or marked by the complainant or informant.

22. If the case has

Procedure if the offence occurred *beyond* the limits of the station or district.

refer the complainant to the police officer in charge of the station within whose limits the offence occurred; send intimation of it to the said police officer; and fill up and despatch the counterfoil to the District Superintendent, reporting at the foot of it to what police officer he has referred the complainant and soliciting that the charge may be removed from his register.

without doubt occurred beyond the limits of the police station or district, and is beyond the powers of the police to investigate, under Section 114 Criminal Procedure Code, the police officer will, after recording the charge, refer the complainant to the police officer in charge of the station within whose limits the offence occurred; send intimation of it to the said police officer; and fill up and despatch the counterfoil to the District Superintendent, reporting at the foot of it to what police officer he has referred the complainant and soliciting that the charge may be removed from his register.

23. If the police officer discover, *after* he has commenced an investigation,

Procedure if the non-jurisdiction is discovered *after* the investigation has commenced.

measures in the case as may seem to him advisable and necessary as far as his powers admit of.

that the case has or most probably has, occurred in another station adjoining his jurisdiction, he will then send immediate intimation to the officer in charge of that station, and at the same time continue to take all such measures in the case as may seem to him advisable and necessary as far as his powers admit of.

When the officer to whom notice is sent to arrives, he shall undertake the enquiry if he considers the case within his jurisdiction.

24. The officer relieved will record a report of all he has done, in the form of

Procedure after relief by the officer who has jurisdiction.

to have occurred within his station limits.

a case diary, and will sign it mentioning the date and hour of his relief, and make it over to the relieving officer who will certify at the foot that he has acknowledged the case

25. The offence registered in the police station where the charge was first pre-

Rectification of the charge.

ferred, will be cancelled by the District Superintendent, and a charge entered in and submitted from the station in whose jurisdiction the case really occurred.

26. Should the officer in charge of the police station who is summoned to the

When jurisdiction is doubtful *both* officers to carry on investigation.

until the inquiry is completed or the question of jurisdiction settled and acknowledged.

spot dispute the jurisdiction, it shall be incumbent on *both* police officers conjointly to carry on the investigation under the orders of the senior: and neither shall leave

Until jurisdiction is decided the record to be kept at station where charge was first preferred.

27. In the case of conjoined reports, the record will be kept at the station where the charge was preferred, until the jurisdiction is decided.

But if the stations are in different districts or different divisions of a district,

When the stations concerned are in *different* districts.

When the stations concerned are in the *same* district, the District Superintendent of Police will decide the recording station.

the District Superintendents concerned should be requested by their respective subordinates to decide the question in dispute as soon as possible.

28. If the offence occurred in the *same* district but in another police station, the District Superintendent will order the final registry and investigation to be made in the police station he considers proper, and will cancel the record at the other station.

If case has occurred beyond the limits of the district, Magistrate to be asked to transfer it.

File to be transferred with a case.

29. The District Superintendent, if satisfied that the offence occurred in another district, will obtain the concurrence of the Magistrate of the District to transfer it.

30. When a case is transferred from one district to another the police file including the charge register, must be forwarded to the District Superintendent receiving the case.

31. The District Superintendent despatching the case will cancel the charge register which reports the offence from his police station. The District Superintendent receiving the case will order the officer in charge of the police station within whose jurisdiction the offence was perpetrated, to enter the charge in his charge register book, and proceed as if the charge had been originally preferred at his station.

32. If the police officer has reason to suspect that the offence really has been committed within the limits of his powers of investigation, as prescribed in Section 114 of the C. P. C., then he shall fill in and send off direct, by post or by the quickest available method, to the Magistrate having jurisdiction, the counterfoil provided in the register to give the intimation required by law. He shall in like manner fill in and despatch to the District Superintendent the counterfoil provided in the register for informing him of the offence.

33. If the police officer has reason to believe that the charge is false, he shall not send intimation to the Magistrate having jurisdiction, but he shall send the counterfoil to the District Superintendent of Police, stating at the foot of the counterfoil his reasons for believing the charge to be false and soliciting orders.

34. The District Superintendent shall lay the case before the Magistrate of the district, and take his orders as to whether it shall be cancelled or investigated.

25. In either case, whether the police officer considers the case true or false, he shall enter the substance of it in the station diary, as prescribed in Section 44 of Act V of 1861.

36. If the police officer, after reporting a case as false, is ordered to investigate it as if it were true, he will then fill up the counterfoil intended for the Magistrate having jurisdiction, send it to him direct at once and proceed in the investigation.

37. If the police officer, after reporting a case as non-cognizable, is ordered to register it as cognizable and proceed accordingly, or, if he discovers it to be cognizable, he shall enter the charge in the cognizable charge register book and proceed exactly as if the charge had been just preferred.

38. He shall be careful to note on it the number and date the charge bore in the non-cognizable register. He must draw his pen through the non-cognizable register, and write across it "transferred to cognizable register," noting date of transfer and whether by order of District Superintendent or on his own action.

39. If a supposed cognizable charge is discovered to be a non-cognizable offence, the police officer shall, on the order of the Magistrate of the district, cancel the cognizable charge by drawing his pen through it and enter the charge in the non-cognizable register.

Procedure if a cognizable charge is converted into non-cognizable.

40. If a charge of a non-cognizable offence is preferred to an officer in charge of a police station, whether it seems true or false and wherever it occurred, it must, under Section 44 of Act V of 1861, be recorded in the station diary.

Procedure when a charge of a non-cognizable offence is preferred at a police station.

The first registry however must be in the charge register book for non-cognizable offences.

The foil must be filled in and duly signed, sealed and marked by the complainant or informant; that done, the receipt slip must be torn off and given to the party whoever he may be.

The complainant must be referred to the Magistrate and the substance of the charge entered in the station diary. The counterfoil must not be filled up.

Procedure if a Magistrate orders a non-cognizable case the charge of which has not been preferred at the police station, to be inquired into.

41. If a non-cognizable offence the charge of which has not been preferred at the police station, is by order of a Magistrate to be inquired into, then a charge must be entered of the offence in the non-cognizable register and the counterfoil filled up and sent to the District Superintendent.

42. As records are kept in District Superintendents' offices only of those non-cognizable offences into which the police inquire, counterfoils will be filled up and sent to District Superintendent Police only in non-cognizable offences investigated by the police. The substance of the charge must be always entered in the station diary.

In non-cognizable cases investigated by police, counterfoils to be sent to District Superintendent Police.

43. On the back of the foil of the charge register, recording a charge of a cognizable or non-cognizable offence investigated by the police, must be entered the serial number and date of each *case diary* submitted during the investigation, so that from the charge registers can be ascertained at once, how many case diaries there have been in a case and where they are to be found in the case diary book.

The case diary to be chained on to the charge register foil.

44. The results of all investigations by the police into cognizable or non-cognizable cases must be communicated by District Superintendents to the police stations concerned by sending to the officer in charge of the station, the *slip* which is in the first instance invariably attached to the *charge sheet*, and always received back from Magistrate with the result of the trial recorded thereon.

Results of all investigations to be communicated to police stations.

Slip to be returned to District Superintendent of Police after taking note.

45. The police officer will fill in, on the back of the foil of the charge register of a case, the result as given in the *slip*, and then return the slip to the District Superintendent.

The charge register is a permanent record.

(2).—THE STATION DIARY.

46. Sections 112 and 113 of the Crim. Pro. Code, and Sec. 44 of Act V of 1861, reprinted *in extenso* below, prescribe the above diary and explain what particulars are required to be entered therein.

The station diary.

Criminal Procedure Code, Section 112.—"Every complaint preferred to an officer in charge of a police station shall be reduced into writing, and shall be signed, sealed, or marked by the person making it, and the substance thereof shall be entered in a book to be kept by such officer in the form prescribed by the Local Government.

Section 113.—"If a complaint is preferred to an officer in charge of a police station of the commission, within his local jurisdiction, of an offence which is not cognizable by the police, the police officer shall enter the substance of it in the station diary, and shall refer the complainant to the Magistrate.

Act V of 1861, Section 44.—"It shall be the duty of every officer in charge of a police station to keep a general diary, in such form as shall from time to time be prescribed by the Local Government, and to record therein all complaints and charges preferred, the names of all persons arrested, the names of the complainants, the offences charged against them, the weapons or property that shall have been taken from their possession or otherwise, and the names of the witnesses who shall have been examined. The Magistrate of the District shall be at liberty to call for and inspect such diary."

47. A form for this very important book is given as No. II in Appendix. It consists of a foil and counterfoil, and should be bound up by quarters. A few days before the close of each quarter, diary books containing 100 pages necessary for the ensuing quarter, will be issued from the District Superintendent's office to police posts.

48. As soon after an occurrence as possible entries must be made in both foil and counterfoil. Each report should be numbered, and the hour in which it was made entered in the diary. All entries should be neatly and clearly written, a line being drawn across the page under each separate number, which prevents interpolations.

49. The entries must be made by the officer in charge of the station in his own handwriting when present, and if he is literate. If he be absent or illiterate, the entries must be made by the station clerk.

The rules with regard to corrections given in para 12 of this circular, apply to this and every other police book or document.

50. This being a general diary, in conformity with section 44 of Act V of 1861, all complaints and charges preferred, the names of the complainants, the names of the persons arrested, and the offences charged against them and of witnesses examined, and a description of weapons or property seized, must be entered in it both for cognizable and non-cognizable offences. All reports of arrests noted in the diary must by section 132 C. P. C. be brought to the notice of the Magistrate of the district. In non-cognizable offences, however, the complaint will be detailed at length in the diary.

51. The daily diary is to be a brief record of the proceedings of the police, of occurrences reported to them or of which they have obtained information. It contains besides, a duty state, showing the disposition of each man attached to the post at the hour fixed for morning patrol. It contains likewise a register showing at the hour the diary is closed, the number of animals in the pound.

The first entry in the daily diary. 52. The opening entry of each station diary shall consist of a note giving the subjoined particulars:—

- I. The name and offence of each person in custody.
- II. The date and hour of his arrest.
- III. The names of all persons at large charged with offences who are on recognizance or bail, together with the date of their release on such security.

The first item of an entry to be the hour.

Hour of going on and returning from duty.

Hour of despatch and receipt of papers.

Impounding of animals to be noted in diary.

State of roads to be also noted.

State of telegraph wire to be noted.
The officer in charge of the

53. The hour at which each entry is made in the diary, shall form the *first item* of such entry.

54. The hour of departure and of return of every policeman detailed for duty, with a remark as to what that duty was, should be noted.

55. The hour of despatch and arrival of all letters should be entered, and a detail of the papers received and sent should be given by quoting the numbers, if any, borne by such papers, otherwise by catchwords such as—"Inquest on Ram Singh's death" &c.

56. All captures and releases of animals from the pound, will be noticed by a separate report in the body of the diary, mentioning also the amount of fine realized.

57. The report on the state of the roads, which it is the duty of the police to furnish, should be inserted in the diary.

58. The *road patrol* report, regarding the state of the telegraph wire, should find a place in the diary. Any accidents occurring to the wire must be reported by the District Superintendent to the nearest telegraph office.

59. The receipt of writs ordering the police to realize a fine, whether sent by the Court Inspector or direct from a subordinate Magisterial officer, must be noticed in the diary and the particulars of the order inserted. When the writ is disposed of, the fact must be noted in the diary.

The diary for the last day of the month to show the lump sums realized during the month for Judicial fines.

60. The receipt of processes will be similarly entered. When either a writ or a process has been served an entry must be made to that effect, and mention made of the time taken in serving, counting from the hour the process reached the station.

61. The fact of persons being permitted to enter Tahsil or Sadr Treasuries after hours, is to be entered in the diary.

Station diaries may be destroyed two years after date of last entry.

(3).—REGISTER OF REMANDS, PROCESSES &c.

62. This register consists of four forms, as follows:—

- | | |
|--|--------------------------------|
| Register of Remands,
Processes, &c. | A. Remand Statement. |
| | B. Return of processes served. |
| | C. Accidents causing death. |
| | D. Arms discovered. |

Each of these forms is for one month and should be closed on the last day of the month.

The register may be destroyed when two years old, counting from the last entry.

(4).—REGISTER OF PROCLAIMED OFFENDERS.

63. For orders regarding this see Book Circular VII (paras 24—33.)—*Criminals*.

Register of proclaimed offenders.

This is a permanent record, and is not to be destroyed at all.

(5).—REGISTER OF ORDERS AND REPLIES.

64. This book must contain copies of reports on every subject which an officer in charge of a police station may have occasion to refer for Register of orders and replies. Orders, however, of a standing character would be inserted in Book XI.

Each page should be divided into two equal parts; when a report is made, a copy of it should be entered in the space prescribed, and the space opposite must be left blank for entry of the order on the subject, when it is received. Similarly, when an order on any subject is first received, it should be entered in the appropriate column, and the space opposite be left blank for the report on that particular subject when it is submitted.

This may be destroyed two years after date of last entry.

(6).—MISCELLANEOUS BOOK.

65. This is a blank book to receive copies of all returns for which no special provision is elsewhere made. It should contain lists of stolen property, copies of estimates, statistical and other returns that the police may from time to time be called on to furnish.

The monthly return of judicial fines realized, may be instanced as one that would find place in this book, as well as copies of Inquest reports made under section 133 C. P. C.

The book should be of a uniform size with all the other station books, and a new one should be prepared annually in January.

It may be destroyed two years after date of the last entry.

(7).—POUND ACCOUNTS.

66. For instructions see Book Circular XVI [POUNDS].

Pound accounts. May be destroyed two years after date of last entry.

(8).—CASE DIARY.

67. "A police officer making an investigation under this Chapter (X) shall, C. P. C. Section 126 "day by day, enter his proceedings in the investigation in a diary, setting forth the time at which the complaint or other information reached him, the time at which he began and closed his investigation, the place or places visited by him, and a statement of the circumstances ascertained by his investigation."

68. To carry out the above the case diary book must be kept in the form prescribed as No. VIII A in Appendix. It will often happen that, with due regard to economy of space, entries belonging to one particular case cannot be made consecutively, hence the necessity of entering, as already prescribed, the serial number and date of each case diary on the back of the charge register of the case, so that each case diary can be readily found in the book.

69. Case diaries should give succinctly and clearly the steps taken by the police and the information elicited by them. They should contain simply a statement of facts: it is better to avoid committing to writing any hypothesis drawn by the officer making the inquiry, which is liable to be upset by the discovery of fresh evidence; nor should any opinion be given as to the guilt or innocence of the accused.

70. For obvious reasons it may often be necessary to conceal the names of informers, and as they usually merely put the police on the right clue, the history of the case and the testimony collected can be fully stated without any allusion to the means by which the police were led to seek it.

Names of informers to be kept concealed.

71. In all cases where searches are made by the police on their own authority, the grounds of suspicion on which the search was ordered, are to be recorded in the case diary.

In searches, the reasons to be recorded.

This direction is not intended to lessen the activity of the police, but to secure greater deliberation and discrimination in the exercise of legitimate functions.

72. Directly an investigation has commenced into either a cognizable or non-cognizable case, a case diary must be despatched each day.

A case diary to be submitted daily.

73. When a report has been made under Section 117 of the Criminal Procedure Code, "that there is no sufficient ground for entering on an investigation, or that the immediate apprehension of the accused is not necessary for the ends of justice," no case diary is required, unless new facts come to light and the investigation is recommenced.

When such diary is not required.

74. The preparation of case diaries ceases with the reports mentioned in Sections 125 and 127 Criminal Procedure Code, unless new facts come to light. These must then be at once communicated in the form of a case diary, as a continuation of the last diary submitted.

When case diaries may cease.

In difficult cases the culprit is often undiscovered for months: in such offences the diary should be discontinued when the inquiry is dropped, and resumed when proceedings are again set on foot.

The fact that the officer has ceased inquiry for the present and resumed it again, should be entered in the diaries of the days on which those occurrences took place.

75. Case diaries will be kept in blank books, and the entries in the diary will be made in the margin, leaving one-third of the width of the page blank as shown in form B of No. VIII in Appendix.

One-third of margin to be left blank.

76. Each book will contain 100 leaves numbered from 1 to 100. The serial number of the case diaries should be annual, the first case diary of the year being No. 1, and so on. Subsequent diaries in each case being marked by their own consecutive numbers placed over the annual number in fractional form.

Method of numbering the case diary and noting it on the charge register.

Thus a sixth report the tenth case of the year would be marked $\frac{6}{10}$. The number should be noted on the back of the charge register which reports the occurrence of the offence, so that from the charge register can at once be ascertained how many case diaries have been submitted in a case, and a ready index is given for turning them up in the case diary book.

77. If there is nothing to report, the officer will not submit any case diary.

When no case diary is required.

78. Copies of case diaries will be submitted to District Superintendents in accordance with the form B. The forms will be supplied in loose sheets to be used as required. District Superintendents will write their orders on the back of them, or attach their own orders to them.

Form of case diary to be sent to D. S. P.

The case diary book is a permanent record.

(9).—REGISTER OF PERSONS WHO HAVE BEEN CONVICTED OF CERTAIN OFFENCES SPECIFIED IN PARA 47 OF BOOK CIRCULAR VIII.

(10).—REGISTER OF PERSONS WHO FROM PREVIOUS CONVICTIONS AND KNOWN BAD CHARACTER ARE UNDER POLICE SURVEILLANCE.

Bad character books. 79. For orders regarding these see paras 53—67 of Book Circular VIII.—[CRIMINALS.]

80. These are private departmental documents to which the public should not have access. Nor should the nature of the entries in them be allowed to become known to the public or to any one not authorized to be made acquainted with them.

These are permanent records.

(11).—STANDING ORDERS.

81. Is merely a file book; at one end Inspector-General's printed Circulars must be pasted in, and at the other, the standing orders which may from time to time be issued by the District Superintendent. The orders should be paged and an annual Index prepared in the District Superintendent's office, and issued to the station.

Each year a new file is required, commencing with January.

This is a permanent record.

(12).—POSTAL REGISTER.

82. This book shows the letters and pamphlets received and despatched by the police; also the amounts of postage due and realized. The form explains itself. The entries of each date form one line across the page, and the columns should be closed monthly. At the end of the month all moneys in hand should be paid to the credit of the Postal Department, and it should rarely if ever happen that column 1 contains an entry.

May be destroyed when two years old.

The Imperial district dāk establishments, organized for nearly all the districts in the province, have in all probability relieved the police of most or all of the work hitherto imposed on them.

(13).—MINUTE BOOK FOR EUROPEAN OFFICERS.

83. This is simply a blank book of uniform size with the others, in which the District Superintendent and Assistant Superintendent should record the results of their inspections, as ordered in paras 16 and 39 of Book Circular V. [INSPECTION AND EXAMINATIONS].

This is a permanent record.

(14).—BOOK OF BEATS.

84. The limits of each beat should be clearly defined, numbered and entered in this book, with the names of the different villages to be visited and roads and thoroughfares to be patrolled. This record will be kept at one end of the book. The other end will be a register showing the beat duty performed during each month. (For forms see No. XV of Appendix).

Rounds of the officers to be entered and the No. of visits to a village.

85. In the column for remarks (6) should be entered the rounds made by the Deputy Inspectors and the result of their inquiries.

If a village is visited, as should be, more than once, this can be noted in column 6 by writing the name of the village and specifying against it the number of times it has been visited.

This book may be destroyed when filled up.

(15).—REGISTER OF DEATHS.

86. The police must report all deaths in the manner here prescribed, and must keep registers made up from the 1st of January of each year. Every police station and independent writing post will maintain such a register, and such chowkidars as can write should take a copy of the column headings to enable them to supply the information required.

87. All chowkidars in making their usual weekly and bi-weekly verbal reports at police stations, will give information of all deaths that have occurred since the last report, including all the particulars required by the form of the register.

In towns where there are Municipal police the constable of each beat must report all deaths occurring in it. The police should be assisted by the sweepers of the mohallas.

88. Copies of the vernacular death registers received from stations, duly attested by the District Superintendent of Police, must be sent by him every Monday, *direct* to the Sanitary Commissioner for the Panjab.

88. The officers in charge of police stations should enter the deaths occurring in towns containing 3,000 inhabitants and upwards, on separate leaves in their registers, so that in copying the return for the District Superintendent, they can group the deaths in such towns themselves, under the name of the place.

The instructions received from Government are subjoined.

Copy of No. 3,218, dated 26th November 1868, from Secretary to Government Panjab, Civil Department, to Inspector-General of Police, Panjab.

Forwards for information and guidance, extract paragraphs 12, 13 and 14 of a letter No. 3,216 of this date, addressed to the Sanitary Commissioner, relating to the registration of deaths in districts—not Municipalities—regarding which instructions have also been issued to the Sanitary Commissioner.

Extract paras 12, 13 and 14 of a letter No. 3,216 dated 26th November 1868, from Secretary to Government, Panjab, to Sanitary Commissioner, Panjab.

12. With regard to district registration, His Honor is averse to introducing at present any change in the existing form and manner of reporting deaths. They should, as at present, be reported by chowkidars, &c., to the police in the form already prescribed : but whenever practicable, a separate register should be kept up by Putwaris, as a check upon those kept by the police, and the two returns periodically compared.

13. The returns of the police should be attested by the District Superintendent, and transmitted by him *weekly* in *original*, to your office, they can be tabulated as proposed by you, the mortality in towns of more than 3,000 inhabitants being shown separately ; and you are authorized to ascertain a suitable vernacular establishment for tabulating the returns, out of the proceeds of the Sanitary fund,

14. The Inspector-General of Police will be desired to issue suitable instructions upon the subject ; and District Officers will be required, through Commissioners, to afford you their best co-operation in the important matter with forms the subject of this correspondence.

Registers will be supplied by the Sanitary Commissioner.

90. The registers for police stations will be supplied on indents, stating the number of pages required in each, which should be submitted by District Superintendents direct to the Sanitary Commissioner.

The form of register is given as No. XV in Appendix.

This register is to be kept for six years after being filled in.

(16).—REGISTER OF TICKET-OF-LEAVE CONVICTS.

Register of convicts on ticket-of-leave.

91. For instructions see Book Circular VIII, paras 78—81 [CRIMINALS].

This is a permanent record.

II.—RETURNS.

92. In the way of statistical returns more than is absolutely necessary for Police not to be called on administrative purposes should not be demanded from the of any kind is really required, it should be an invariable rule to send out a blank form for the police to simply fill in and return ; this will ensure information on all required points being given, if it be available at the time, and will prevent lengthy reports and the delay in preparing them.

A.—Monthly Return of Remands, Processes, &c.

93. Blank forms of this statement, given as A in Appendix, should be supplied Monthly return of Remands, Processes, &c. to all police stations, and by the 5th of each month one copy should be carefully filled in and forwarded to the District Superintendent's office.

B.—Return of Judicial fines realized.

94. Officers in charge of rural stations will submit monthly a return, simply showing the actual amount of money realized during the month for judicial fines, and of that amount how much was sent to the Court Inspector and how much paid to tahsil treasuries.

No separate book is needed, nor must one be allowed for this purpose. It is quite sufficient that when a writ is received it be mentioned in the diary, and when disposed of, the fact also entered in the diary.

The diary for the last day in the month to show the lump sums above alluded to.

The form is given as B in Appendix.

CASUAL.

C and D.—Cholera Reports.

95. When this disease is prevalent in a station jurisdiction, daily and monthly reports in the prescribed forms C and D in Appendix are to be submitted to the District Superintendent of Police.

Cholera report to be sent when necessary.

96. It will be convenient to enter in each day's report form C, the cases which occur between sunrise and sunrise. Thus the report for Monday must be closed at sunrise of Tuesday and be despatched to Sadr by the first opportunity. This will avoid the necessity of sending more than one report daily.

The monthly return. 97. The monthly return will be in form D and should be despatched by the 3rd of the month following.

III.—MISCELLANEOUS ORDERS.

VACCINE REGISTERS.

98. Besides the records which have to be prepared by officers in charge of stations the Government have ordered that the registers of vaccine operations be kept in police stations.

99. The registers will be compiled by the vaccine establishment as usual, and will be merely lodged in the thanas for safety and occasional reference by the station house officer, in the manner suggested by the Superintendent General of Vaccination.

Extract Paras 1 to 3 from letter No. 386 L., of 25th November 1871, from Superintendent General of Vaccination Panjab, to the Secretary to Government Panjab.

On the formation of the Panjab Vaccine Establishment in 1864, the plan recommended by Doctor Garden and sanctioned by His Honor the Lieutenant Governor, was for Registers containing the names, &c., of all children vaccinated by each vaccinator in a Tahsil (or sub-division of a district) to be sent, after completion of work, to the Tahsildar to be kept amongst the records of the Tahsildar.

2. It has now been found that these papers are so voluminous that no use can be made of them as a check on the vaccinators, I have therefore ordered these registers to be discontinued, and in their place "village registers" in the form * enclosed, similar to those used in the North-Western Provinces, and I would recommend that these should be kept in the Thanahs or centres of mortuary registration. On the Superintendent's visit of inspection he could call for any of these registers and compare them with the children in the village, and thus any irregularity would easily be found out.

4. On the occasion of outbreaks of small pox in any village the Thanadar might be directed to refer to the Vaccination Register and see if any of those attacked have been registered as successfully vaccinated; this would be a great check on the vaccinators, and would also constantly bring before the people the connection between vaccination and small pox.

No. 769, dated 12th December 1871, from the Secretary to Government Panjab, to the Superintendent General of Vaccination Panjab.

Acknowledges the receipt of his No. 386 L., dated 25th November, and conveys the Honorable the Lieutenant Governor's approval to the adoption of Village Registers of the form proposed, in lieu of those hitherto in use, for recording the vaccine operations of Tahsils or sub-divisions of a district. These new registers to be kept, as proposed, in the Thanahs or centres of mortuary registration.

No. 411 L. dated 6th January 1872, from the Offg. Superintendent General of Vaccination Panjab, to Inspector General of Police Panjab.

In reply to your docket No. 5,401 dated 12th December 1871, I have the honor to state that the Village Registers are compiled by the Vaccinators, and will merely be lodged in the Police Station Office for safety and for reference and check.

2. I should feel it a favor if Police Officers would, when small pox is prevalent, now and then call for a village register and compare the names of those who had died from small pox with names of those vaccinated, with the object, if possible, of obtaining some information regarding the number of deaths from small pox after vaccination, compared with the deaths in the unprotected. It would also be a great check on my own establishment.

Postal.

100. In each thana, where the space is available, a room about nine feet square must be assigned to the Postal Department for the location therein of one post office peon and the carrying on of postal duty.

Accommodation in police stations for a postal peon.

On no account is the necessary accommodation of the police to be curtailed. It is only where a spare room exists, or, as in the case of the police force having been permanently reduced in strength and no longer requiring the accommodation, that the Postal Department can be thus provided for.

101. Where the accommodation is given, Thanadars must be instructed that they will be held responsible that the postal official does not in any way make the interior of the thana dirty or untidy. No tattoos or animals can be allowed to be fastened there, nor may any *choppers* be erected.

The peon to conform to police rules.

APPENDIX.

FORM A.

I.—CHARGE REGISTER.

COGNIZABLE.		FOIL—(reverse.)		COGNIZABLE.		COGNIZABLE.			
STATION.....	CHARGE REGISTER.—Page.....	No. of case diary sent in this case.	No. and date of Charge Sheet.	STATION.....	CHARGE REGISTER.—Page.....	COUNTERFOIL for District Superintendent of Police.	STATION..... CHARGE REGISTER.—Page..... COUNTERFOIL for Magistrate having jurisdiction.		
FOIL—(obverse.)		FOIL—(reverse.)		FOIL—(reverse.)		FOIL—(reverse.)			
1. Serial No.	2. Date and hour of day or night of receiving charge,	3. Name and parentage of complainant or informant.	4. Residence	5. Office and section of Penal Code	6. Property stolen	7. Where committed	8. When committed	9. Name and parentage of defendant	10. Residence
ABSTRACT OF CHARGE.				ABSTRACT OF CHARGE.				ABSTRACT OF CHARGE.	
Signature or mark of complainant or informant.				Signature of Police Officer.				Signature or mark of complainant or informant.	
Date of arrival at Court.				Offence found by Magistrate and section of code.				Sentence passed; section of Code; and date of sentence.	
Charge despatched to District Superintendent of Police.				Charge despatched to Magistrate.				Date.....	
ABSTRACT OF CHARGE.				ABSTRACT OF CHARGE.				ABSTRACT OF CHARGE.	
Signature or mark of complainant or informant.				Signature of Police Officer.				Signature or mark of complainant or informant.	

Same as in Foil.

Same as in Foil.

CHARGE REGISTER.

JANU. 1874.]

POLICE DEPARTMENTAL ORDERS.

91

NON-COGNIZABLE.		NON-COGNIZABLE.		NON-COGNIZABLE.	
STATION.....	CHARGE REGISTER.—Page.....	STATION.....	CHARGE REGISTER.—Page.....	STATION.....	CHARGE REGISTER.—Page.....
FOIL—(obverse.)		FOIL—(reverse.)		SLIP RECEIPT for charge preferred.	
1. Serial No.		1		1	
2. Date and hour of day or night of receiving charge.		2		2	
3. Name and parentage of complainant or informant.		3		3	
4. Residence		4		4	
5. Office and Sec. of Penal Code		5		5	
6. Where committed		6		6	
7. When committed		7		7	
8. Name and parentage of defendant		8		8	
9. Residence		9		9	
No. and date of Charge Sheet.		Same as in Foil.		Same as in Foil.	
Offence charged by the police.					
Value and description of property recovered.					
ABSTRACT OF CHARGE.		CHARGE DESPATCHED TO		Receipt given	
Signature or mark of complainant or informant.		Date.....		Date.....	
Signature of Police Officer.		ABSTRACT OF CHARGE.		Signature or mark of complainant or informant.	
Signature of Police Officer.		Signature and mark of complainant or informant.		Signature of Police Officer.	
Date of arrival at Court.		Section of Code.		Sentence passed; and date of sentence.	
Offence found by Magistrate, and Section of Code.		Section of Code.		Section of Code.	

No. IV.

STATION (Name).

DISTRICT.

REGISTER OF PROCLAIMED OFFENDERS.

1	2	3	4	5	6	7	8	9	10
No.	Name.	Parentage.	Caste.	RESIDENCE.			List of stolen property (if any).	Amount of reward.	REMARKS.
				Village.	Thana.	District.			
						Offence, with date of absconding.			
						Description of absconder.			

No. V.

STATION (Name).

DISTRICT.

ORDER AND REPORT BOOK.

1	2	3	4	5	6	7
No.	Date of order.	By whom issued.	Copy of order.	No.	Date of report.	Copy of report.

No. VI.

STATION.

DISTRICT.

MISCELLANEOUS.

This is a blank book to receive copies of all returns for which no special provision is elsewhere made.

(Vide para 65 of this Circular.)

No. VII.

POUND ACCOUNTS.

Forms given in the Book Circular No. XVI on this subject.

No. VIII.

CASE DIARY.

Form A.

CASE DIARY BOOK.

1	2	3
Annual serial No. of diary and of the particular case diary.	No. of charge register, and of report now made.	Orders of the District Superintendent Police.
		[Note.—One third margin of the book will be sufficient for this column.]

(Form referred to in paras 68 and 75.)

Form B.

CASE DIARY REPORT.

POLICE STATION (*Name*).

Date

187th .

CHARGE REGISTER.			NO. OF THIS REPORT IN THE CASE.....
<i>Number</i>	<i>Date</i>	<i>Annual Serial No.</i>	
<i>Charge</i>	<i>Value of property</i>	<i>{ Stolen, Recovered,</i>	
<i>Complainant.</i>		<i>Defendant.</i>	
1	2	3	
Serial No.	Name of party making report.	Report.	

(Form alluded to in para 78.)

No. IX.

NAMES OF RESIDENTS WHO HAVE BEEN CONVICTED OF ANY OF THE OFFENCES SPECIFIED IN BOOK CIRCULAR (No. VIII, PARA 47.)

For Form see page 100 of Book Circular VIII.

No. X.

VILLAGE (*name*).

NAMES OF RESIDENTS WHO FROM PREVIOUS CONVICTIONS AND KNOWN BAD CHARACTER ARE UNDER DEPARTMENTAL SURVEILLANCE.

For Form see page 100 of Book Circular VIII.

No. XI.

STATION

BOOK OF STANDING ORDERS.

DISTRICT.

This is merely a file book—at one end the Inspector-General's printed circulars will be pasted in, and at the other the standing orders issued by District Superintendent, &c.

(*Vide para 81 of this Circular.*)

No. XII.

STATION (Name).

DISTRICT.

STATEMENT OF POSTAGE CHARGEABLE ON LETTERS, &c., RECEIVED FROM
THE SADR POST OFFICE, FOR DISTRIBUTION DURING THE MONTH
OF 187 .

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Balance of postage in hand from previous month.	Date of despatch of chulan from Post Office.	Date of receipt at station.	Name of writer.	Name of addressee.	No. of letters.	No. of pamphlets &c.	No. of letters registered.	Amount of postage to be realized for postal department.	Postage of unclaimed letters returned to Sadr Post Office.	Amount of postage realized.	Amount remitted to Sadr, and whether in cash or through Tahsil.	Amount of extra postage realized.	Name of clerk in charge of postage accounts.	REMARKS.
					Service. Paid. Bearing.	Service. Paid. Bearing.								

No. XIII.

STATION (Name).

DISTRICT.

MINUTE BOOK.

This is simply a blank book, of uniform size with the others, in which the District Superintendent and Assistant will record the results of their inspections, as ordered in paras 16 and 39 of Book Circular V.

(Vide para 83 of this Circular.)

No. XIV.

STATION (Name).

DISTRICT.

DISTRIBUTION OF VILLAGES INTO BEATS IN THE STATION OF

1	2	3	4
Number of beats.	Names of villages in each beat.	Names of roads, ferries, fords, &c.	Noteworthy particulars.
1st.			
2nd.			
3rd.			
4th.			

NOTE.—This form is simply for the first two pages of the book, and is a permanent entry.

No. XIV.

REGISTER SHOWING RURAL BEAT DUTY PERFORMED DURING THE MONTH
OF 187 .

1	2	3	4	5	6
Beats.	Name of police officer.	Number of villages in each beat.	Number of days spent in patrolling.	Number of villages visited.	REMARKS.
1st.					
2nd.					
3rd.					
4th.					

NOTE.—Two constables will be told off to each beat and receive a paper containing the names of the villages in their beats, and bad characters under surveillance. They will patrol in company, and must know by heart the contents of the paper delivered to them. One of the two constables will be changed monthly to another beat. Thus each man will remain two months on each beat. In the remarks should be entered the rounds made by the Deputy Inspectors and sergeants, and the result of their enquiries. If a village is visited, as it should be, more than once, it can be shown in column 6 by writing:—

(No.) Villages visited three times.

(No.) Villages visited four times, and so on.

No. XV.

STATION (Name).

DISTRICT.

REGISTER OF DEATHS.

FORM OF DEATH REGISTER BOOK PRESCRIBED BY THE SANITARY COMMISSIONER PANJAB.

1	2	3	4	5	6	7	8	9	10	11
Annual serial No.	Date of death.		Residence.	Name of deceased.	Sex.		Cause of death; nature of illness.	Date of Registry.	Remarks.—(Here state the duration of illness, also whether the deceased was an inhabitant of the village or town in which he died, or whether he was a traveller or a stranger, and if so [where possible] his real residence.)	
	Month.	Date.			Male.	Female.				
			Name of Tahsil.	Name of Village.			Age.	Caste.	Month.	Date.

(Vide para 90 of this Circular.)

No. XVI.

REGISTER OF TICKET-OF-LEAVE CONVICTS.

For instructions regarding this register see Book Circular No. VIII [CRIMINALS.]

(Vide para 91 of this Circular.)

RETURNS.

A.

Monthly Returns of Remands, Processes, &c.

This is merely a copy of the forms A. B. C. and D. of Register No. III.
(*Vide paras 62 and 93 of this Circular.*)

B.

POLICE STATION—(Name)..

DISTRICT.

Return of Judicial fines realized during the month of

187 .

1	2	3	4	5	6
Total No. of writs for fines received this month.	Total amount of the fines to be realized.	Total sum actually realized.	<i>How sum entered in column 3 has been disposed of.</i>		REMARKS.
			Paid into Tahsil treasury.	Sent to Court Inspector.	

C.

POLICE STATION (Name).

DISTRICT.

Daily Report of Cholera.

1	2	3
	Number.	REMARKS.
Fresh cases	...	

Dated

187 .

Officer in Charge.

D.

POLICE STATION (Name).

DISTRICT.

Cholera Report for the month of

187 .

1	2	3	4	5	6	7
Name of town or village.	Date of first case at each place.	Total No. of cases reported to have occurred during this year.	No. of recoveries during the year.	No. of deaths during the year.	No. of persons still ill according to last report received this month.	REMARKS.
TOTAL ...						

Dated

187 .

Officer in Charge.

MEMORANDUM.

The following orders are superseded :—

1	2	3	4
Books to be kept at Police Stations.	No. I.—Charge Register.	No. II.—The Diary.	No. III.—Monthly Return of Offences.
Cir. 19 of 1865, (<i>paras 1 to 4 inclusive.</i>) " 32 of 1867. (<i>para 6 to end.</i>) No. 3,157 of 13th December 1867. (Cir. Memo 313 of 1869.	Cir. 19 of 1865, (<i>paras 5 to 25 inclusive.</i>) No. 3,002 of 15th November 1866. Cir. 28 of 1866. " 3 of 1867. " 27 of " 31st October 1867. No. 2,761 of 31st October 1867. Cir. 31 of 1867. " 35 of " No. 473 of 25th February 1868. No. 525 of 4th March 1868. Cir. 23 of 1868. " 22 of 1869. " 25 of " Memo No. 2,102 of 2nd August 1869. " No. 2,383 of 30th " " Cir. 27 of 1870. Memo No. 2,827 of 14th Octr. 1870. Cir. Memo 608 of 1871. Cir. 57 of 1871.	Cir. 19 of 1865, (<i>paras 26 to 35 inclusive.</i>) " 28 of 1866. " 3 of 1867. " 27 of " " 31 of " " 35 of " " 10 of 1868. " 23 of " " 22 of 1869. " 25 of " Cir. Memo 608 of 1871.	Cir. 19 of 1865, (<i>para 36.</i>) " 32 of 1867, (<i>para 6.</i>) Cir. Memo 1,118 of 1869.

5	6	7	8
No. IV.—Register of proclaimed offenders.	No. V.—Register of Orders and Replies.	No. VI.—Miscellaneous (<i>Blank Book</i> .)	No. VIII.—Case Diary Book.
Cir. 19 of 1865, (<i>para</i> 37.) " 32 of 1867, (<i>para</i> 6.)	Cir. 19 of 1865, (<i>para</i> 38.) " 13 of 1867. " 32 of " (<i>para</i> 6.) " 8 of 1871.	Cir. 19 of 1865, (<i>para</i> 39.) " 13 of 1867. " 32 of " (<i>para</i> 6.)	Cir. 8 of 1871. Cir. Memo 608 of 1871, (<i>para</i> 3.) " 2,960 of "
9	10	11	12
No. XI.—Standing Order Book.	No. XII.—Postal Register.	No. XIII.—Minute Book.	No. XIV.—Book of Beats.
Cir. 19 of 1865, (<i>para</i> 44.) " 32 of 1867, (<i>para</i> 6.) " 18 of 1870.	Cir. 19 of 1865, (<i>para</i> 45.) " 32 of 1867, (<i>para</i> 6.)	Cir. 19 of 1865, (<i>para</i> 46.) " 32 of 1867, (<i>para</i> 6.) Memo 3,194 of 1st December 1866. Cir. Memo 313 of 1869. Cir. 18 of 1871.	Cir. 19 of 1865, (<i>para</i> 47.) Cir. 32 of 1867, (<i>para</i> 6.)
13	14	15	
No XIV.—Register of Deaths.	Cholera Reports.	Miscellaneous.	
Cir. 19 of 1856, (<i>paras</i> 48 to 51 <i>inclusive</i> .) " 32 of 1867, (<i>para</i> 6.) " 3 of 1866. Memo No. 2,814 of 25th Octr. 1866. Cir. 5 of 1866. " 9 of " " 3 of 1868. " 45 of " Memo No. 377 of 9th February 1869. Cir. 5 of 1870.	Cir. 23 of 1872. " 39 of "	Cir. 4 of 1872, (<i>Vaccine Registers</i> .) Cir. Memo 402 of 1872, (<i>Accommodation for Postal peon at thanaks</i> .)	

BOOK CIRCULAR No. XXIV.

(No. 185.)

Dated 26th January 1874.

EQUIPMENT.

I.—ARMS. II.—ACCOUTREMENTS. III.—UNIFORMS.

I.—ARMS.

1. The arms of the police force are the carbine (with bayonet for prescribed duties) pistol, sword, and baton ; and are to be worn when on duty by the several grades, as specified below.

2. *Constables, Foot.*—Sword (Talwár) with black leather scabbard and steel mountings. The sword must be so worn that the elbow passes clear of the hilt. A strap should be attached to the scabbard to pass through the hilt, to prevent the sword being snatched from the scabbard. •

Baton.—To be of wood, colored black and 18 inches long. It should have a leather thong passing round the handle and moving freely on it, to attach the weapon to the wrist.

Carbines.—As the existing number of carbines for the foot grades is sufficient for only two-thirds of the strength of the force (Imperial), the fire-arms of the foot constables will not be personal, but will be served out to the men who are employed on certain duties which are specified in the table given at end of the Circular.

Constables, Mounted.—Sword (talwár) with black leather scabbard, steel mountings and strap for hilt, as laid down for foot constables.

Carbine.—To be worn slung across the back, the muzzle near the point of the left shoulder.

The carbine will remain in possession of the man and he will be responsible for its condition and preservation.

Sergeants, Foot.—Sword (talwár) same as for a constable, and a carbine for those duties for which this arm is prescribed.

Sergeants, Mounted.—Sword (talwár) as for constable, and a pair of pistols, one to be worn in the belt and other carried in the holster bag on right side of the saddle.

Deputy Inspectors and Inspectors.—Sword (talwár) with black leather scabbard and steel mountings. The sword is to be worn as described under head ACCOUTREMENTS.

Pistols.—A pair of pistols or one revolver.

European Inspectors and Deputy Inspectors to wear the sword belt underneath the patrol jacket. These officers are allowed one revolver pistol.

Gazetted Officers.—All officers superior in rank to an Inspector will carry a straight sword with steel hilt. Scabbard to be of black leather and steel mountings.

A revolver pistol may be worn when necessary on the sword belt.

CUSTODY OF ARMS.

3. The carbines of mounted constables only and the swords of all ranks are considered as personal, and may be left in their possession ; but they must be held strictly responsible for the good condition and safety of these weapons. The punishment for the injury, through neglect, or loss of any of these arms should be severe.

4. *Head quarters.*—The carbines of the foot police when not in use with the men on duty will be kept with the pouches in the magazine under charge of a steady constable or sergeant. His duty will be to see that they are kept clean and in ser-

Arms and pouches to be kept in the magazine at head quarters.

viceable order, to issue arms to guards proceeding on duty with treasure or prisoners, and to other armed commands. He will keep a store book, and see that the men to whom weapons are issued return them clean and in good order.

5. At stations and out-posts the carbines of the foot grades will be kept in the *malkhanas* attached. Each station house must contain an arm-rack fixed in a cupboard or large chest, capable of being fastened if necessary. At road and patrolling posts the arms of the men should be locked in a rack fastened in a convenient corner. Every man not needing his carbine and pouch, containing 10 rounds of ball cartridge and 15 caps, must place it in the arm-rack.

6. Men transferred from one station to another will not take their fire-arms with them. Deputy Inspectors in charge of rural stations will, respectively, be responsible of the complement of carbines made over to their men.

7. At each 1st and 2nd class Imperial police station carbines and pouches will be kept sufficient to arm two-thirds of the sanctioned strength. This will not affect the existing rules regarding ammunition.

8. With the exception of *out-posts* along the frontier of British territory, and other posts specially exempted by the Deputy Inspector-General, neither carbines, pouches nor ammunition will be kept at out-posts.

9. A number of carbines, bayonets and pouches, equal to the sanctioned strength of the guard, will always be kept at the jail. A supply of 30 rounds of ball cartridge per man will likewise be stored in a box in the guard-room.

10. For the *sadr* and *tahsil* treasury guards similar arrangements to those detailed in the last rule will be made, but bayonets will not be supplied.

11. Personal guards must be armed with carbines and swords.

ARMS OF GUARDS OVER LOCK-UPS AND PRISONERS.

12. As a rule, men on guard over police lock-ups are to be armed with swords only, and not with sword and carbine.

In districts where the so-called magisterial lock-up is in reality a small jail the guard should be armed with sword and carbine.

13. In all cases, whether as regards guards over lock-ups or over prisoners, under any circumstances the police officer in charge can, and should, meet an unusual necessity, such as the guarding a violent, dangerous and noted criminal, by arming the guard with carbines; but in such cases, if the carbine is to be the weapon depended on to prevent escape, the sentries must carry them loaded.

14. As a rule sergeants and constables will only carry swords or carbines when the duty they are on renders it absolutely necessary that they should be thus armed. When a sword will suffice a carbine should never be carried; and when a baton will suffice the sword should not be worn.

15. A tabular statement showing how the different guards, escorts and watches supplied by this department are to be armed, is given below.

TABULAR STATEMENT, showing how Police Guards, &c., are to be armed. (See para 15).

1	2	3	4
Loaded Carbine and Sword.	Carbine and Sword.	Sword and Baton.	Baton.
<ol style="list-style-type: none"> 1. Sentries over sadr and tahsil treasures. 2. Sentries who march beside, or who sit inside waggons carrying treasure in transit. <i>N. B.—They will change their loaded weapons when relieved.</i> 3. Sentries over jails and magisterial lock-ups, which are in fact small jails. <i>N. B.—Exchange loaded weapons.</i> 4. The whole escort with prisoners in transit under sentence of transportation, 5. From one jail to another. 6. Sowars escorting Government mails. 	<ol style="list-style-type: none"> 1. Guards over treasure in deposit. 2. Jail guards. (<i>Bayonets.</i>) 3. Personal guards. 4. Horse patrols at night on the high road. 5. The police party on duty at fairs or other places of assembly. <i>N. B.—The carbines and swords will be kept in the guard-room.</i> 	<ol style="list-style-type: none"> 1. Constables on beat at night in cities, towns, and cantonments. 2. Patrols at night in cities, towns, and cantonments; and foot constables patrolling Grand Trunk Road. 3. Sentries over prisoners in police lock-ups. 4. Constables and sergeants when patrolling their rural walks. 5. Serving judicial processes. 6. All police duties of arrest or summons. 7. Constables on duty at the gate of police stations at night. 8. Constables on duty in judicial courts, either with or without prisoners. 9. Sergeants when in charge of prisoners. 	<ol style="list-style-type: none"> 1. Constables on beat during the day in cities, towns and cantonments. 2. All police on beat at fairs and other places of assembly. (<i>The guard having carbine & sword in the guard-room.</i>) 3. Constables on duty at the gates of a police station by day, unless there are prisoners in the lock-up. 4. Constables, &c., on duty as orderlies with police officers.

NOTE.—This table is given merely as a general guide. Whilst it is not considered advisable that duty should be carried on with a less amount of precaution than is herein enjoined, it will always be in the power of District Superintendents to increase the vigilance, and to arm men with sword or carbine, or to have sentries with loaded carbines on duties not noted here as requiring such precaution.

16. The fire-arms of all mounted constables will be issued free as opportunity will admit of; the carbines of the old mounted police being purchased on occasions of discharge and being issued free to newly enlisted men.
- Carbine issued free of cost to mounted constables.

ORDERS REGARDING LOADED FIRE-ARMS.

17. All loaded weapons must be invariably kept at half-cock.
- Loaded fire-arms to be kept at half-cock.
18. Instances have occurred in which policemen have been shot by loaded carbines being accidentally discharged. Inquiries have shown that, almost without an exception, the accident has occurred either by the hammer being left down on the cap instead of being at half-cock, or from the locks being so much out of order that the weapons could go off even at half-cock.
- Accidents from neglect of orders.
19. Ordinary care and attention will prevent such accidents, arising, as they do, from absolute negligence, if not from wilful disobedience of orders.
- Ordinary care will prevent accidents.
20. It is the duty of the officer in charge of a guard which is armed with carbines to test the locks prior to their being loaded; to see if they are in serviceable order, and whether, when at half-cock, the hammer will fall on the nipple either by the trigger being pulled or the hammer raised above half-cock (but not up to full-cock), and then let go. If in good order, it should fall back on the half-cock.
- Locks of fire-arms to be tested.

II.—ACCOUTREMENTS.

21. *Constables, Foot.*—Black enamelled leather belt with brass snake fastening. Pouch capable of holding twenty rounds with grades—when and how to a tin magazine for caps at one end. The pouch when be worn. not in use to be worn at the centre of the back, the cap end being always towards the right.
- Accoutrements of all ing.

Badge—of brass, circular in shape and three inches in diameter, is to be worn on the left breast. The name of district is to be inscribed round the edge and the constabulary number, in English and vernacular, is to be given in the centre. The hook of the badge to fit into a leather pocket made in coat to receive it.

Constables, Mounted.—According to standard pattern, which consists of a belt similar to that of the foot constables with strap across right shoulder. Sword frog to be slung to belt by two straps.

The pouch to be the same as for foot constables, and the same orders will apply as to the manner and the occasions for wearing them.

Badge.—Same as a foot constable's, but to be worn on the right breast attached to the shoulder belt.

Sergeants, foot.—Same as those ordered for foot constables.

Sergeants Mounted.—Same as for mounted constables.

Deputy Inspectors and Inspectors.—The sword to be worn in a frog slung by two straps to a black enamelled waist belt, fastened with a plated snake clasp. Buckles to be plated. Pouch to be of black enamelled leather with *P. C.* in plated letters on it.

The pouch belt to be of plain black enamelled leather, the ends passing through plated swivels fastened by studs to the pouch.

A revolver case of black enamelled leather to be worn when necessary by European Inspectors and Deputy Inspectors on their sword belts, which will be similar to those of gazetted officers.

Gazetted Officers.—For the superior ranks the accoutrements are as follows :—

Assistant District Superintendent.—Sword belt (to be worn *under* the patrol jacket) to be of black patent leather, with plated snake fastening and square plated buckles.

Pouch of black patent leather, with plated ends and device *P. C.*

Belt, of black patent leather, with square plated buckle and tips.

District Superintendent.—Sword belt, pouch belt and pouch, same as for an Assistant ; mountings to be of silver and pouch to be edged with silver. In full dress, sword belt to be worn under the tunic.

Deputy Inspector General.—Sword-belt, pouch-belt and pouch as for District Superintendents of Police, with the exception that both belts are to be worked with silver thread, as for Royal Engineers.

III.—UNIFORM.

22. The following orders regarding the dress of the force are prescribed, and are to be strictly adhered to. Officers should be particularly careful not to deviate in any way from these rules in the dress of the men, as nothing is more unsatisfactory than to see men of different districts when assembled together for duty at durbars and other large assemblages, differently dressed.

FOOT CONSTABLES.

Winter Uniform.—Coarse blue cloth Alkhálaq, edged round neck and breast opening with $\frac{1}{2}$ inch scarlet cloth.

The coat to fasten with buttons into a flap well under its left breast ; to be slightly cut in at the waist, and in length to reach to the tip of the man's forefinger.

Grades to be distinguished by two rings of half-inch scarlet cloth, $\frac{1}{4}$ inch apart, round the cuffs, $2\frac{1}{2}$ inches from end of sleeve for 1st grade ; and one ring for 2nd and 3rd grades.

Trousers.—Pyjamah cut, loose and gradually lessening in width towards the ankle. Coarse drill or Ludiána darri dyed yellow (Multáni Mitti).

Turban.—Of calico dyed dark blue, with an edging one inch broad of red saloo, down both sides and an edging 2 inches deep at both ends, with a fringe 1 inch deep.

Great Coat.—Black blanketing with sleeves, cape and stand up collar ; strap of same material to fasten collar in front.

Six wooden buttons down the front ; cape to reach below elbow ; skirt six inches below the knee. To be sewn with waxed thread.

Shoes.—Native, but all of the same pattern—quite plain.

Summer Uniform.—Blouse of coarse drill or Ludiána darri, similarly edged as the cloth coat, but with red saloo ; and to open half way down the middle of the chest with 3 buttons fastening inside a flap. Sleeve to reach to first joint of thumb, and skirt to be of the same length.

Other uniform as above. A plain blue dyed blouse or koorta of doosootee or any other inexpensive cloth may be worn by all men at night on jail duty and on beat during the hot weather, and also on all fatigue duties during that season.

MOUNTED CONSTABLES.

To be dressed as above, with the addition of a waistband of red saloo four yards long.

Trousers to fit tight below the knee, and instead of shoes long boots of black leather coming to within 2 inches of the knee, slightly cut away towards the back.

In the very hot weather boots may be discontinued and shoes, made after the European pattern, of brown leather may be worn.

Good conduct stripes.—To be similar to sergeants' stripes: when two are worn ends not to meet, but to be left open. They are to be worn on the right arm one inch clear of the rings with the points upwards.

FOOT SERGEANTS.

Similar uniform as for foot constables. Both foot and mounted sergeants to wear—if 1st class, a triple chevron of $\frac{1}{2}$ inch wide silver lace, mounted on blue cloth with a piping of red on both sides of each stripe of lace on the cloth coat; and of black mohair braid, similarly mounted on the blouse. 2nd class sergeants to have a double chevron: Lance sergeants single ones.

The chevron to be worn point downwards, half-way between the shoulder and elbow of the right sleeve.

MOUNTED SERGEANTS.

As for foot sergeants, but with a waistband; and on mounted duties, boots, as for mounted constables. On foot duty, such as commanding a jail guard, to wear blue cloth trowsers and shoes, with winter clothing; and white trowsers and shoes with summer clothing.

DEPUTY INSPECTORS.

Winter Uniform.—Dark blue cloth Alkhalag, with $\frac{1}{2}$ inch silver lace round the collar and breast opening; cut in slightly at the waist. Full sleeve reaching the first joint of the thumb, and skirt to tip of forefinger. Grades to be distinguished thus—3 rings of silver lace round the wrists for 1st grade; two for 2nd grade; and one for 3rd grade.

These rings to be two inches from end of sleeve and $\frac{1}{2}$ inch apart, and $\frac{1}{2}$ inch in width.

Trowsers.—Dark blue cloth.

Turban.—Of dark blue "khasa" edged with $\frac{1}{2}$ inch saloo. Two inches from each end a red stripe across, one inch in width. At each end $\frac{1}{2}$ inch silver braid with one inch silver fringe to be worn.

Boots.—Of English make.

On mounted duties drab colored corduroy breeches with long boots of enamelled leather and plated hunting spurs may be worn.

Great Coat.—Of same pattern as for the men; but to be of dark blue cloth with hook fastening for collar, and black horn buttons down the front. Lining to be of dark blue material.

SUMMER UNIFORM.

Coat.—Blue dyed drill of similar shape and make as cloth Alkhalag, with white braid instead of silver.

Trowsers.—White drill.

Other uniform as above.

INSPECTORS.

To be dressed exactly the same as Deputy Inspectors, with the exception of the silver lace being one inch wider and being piped on each side with $\frac{1}{8}$ inch scarlet cloth. An addition of a silver embroidered crown on blue velvet ground being worn $\frac{1}{2}$ an inch above the cuff rings, which on the summer coat may be of white braid.

EUROPEAN INSPECTORS AND DEPUTY INSPECTORS.

Dark blue cloth patrol jacket with $\frac{1}{2}$ inch black mohair braid edged $\frac{1}{8}$ inch red cloth on both sides, down the front and round the roll collar.

A pocket on each side and one across the left breast, edged as above.

To fit loosely, and skirts to reach $\frac{1}{2}$ inch above the wrist.

Twisted red cord for shoulder-knots.

Trowsers.—Blue cloth with a single $\frac{1}{2}$ inch black mohair braid stripe down the seams, edged with $\frac{1}{8}$ inch red cloth on each side.

Spurs.—Steel, crane-necked.

Breeches and Boots.—As for native officers of these ranks.

Helmet.—Ellwood's (edged with white metal) and with a plain boss on the top; pugree similar to that worn by Native Inspectors, and Deputy Inspectors.

Forage Cap.—Blue cloth without peak and with a black mohair braid band edged on each side with $\frac{1}{8}$ inch red cloth. As with Native Inspectors, a crown is to be worn on each arm above the braid on the cuff.

Great Coat.—As prescribed for the Native Officers.

Summer Clothing.—Plain white patrol jacket with white braid round the collar and down the front and edges. White trowsers.

GAZETTED OFFICERS.

ASSISTANT DISTRICT SUPERINTENDENTS OF POLICE.

Undress Coat.—Patrol jacket—dark blue cloth, of sufficient length to just clear the saddle when mounted, rounded off in front; one inch mohair braid all round and up; open slits, at sides; five double droop loops with eyes in centre; $\frac{1}{4}$ inch flat plait up the front; top loop eight and a half inches, and bottom loop six inches long. One row of knitted olivets. Sleeve braided with Austrain knot of flat plait. Crow's toes of flat plait at top and bottom of curved side seams, with two eyes at equal distances, lower eyes one inch apart; hook and eye up front to neck. Roll collar edged with $\frac{1}{2}$ inch mohair braid. Pockets braided above and below slit.

Trowsers.—Blue cloth, or drab corduroys for office and camp work.

Blue cloth with one inch stripe of black mohair braid down the seams.

Breeches and boots.—Drab cords and enamelled leather long boots.

Spurs.—With trowsers, steel crane-necked, with breeches and boots, plated hunting.

Summer Uniform.—White drill patrol jacket of similar make to above, and white trowsers.

Helmet.—Ellwood's edged with silver round the rim and silver boss—and chain chin-strop; gloves, white buckskin.

Pugree.—White silk edged with one inch dark blue silk, and with two silver-thread stripes one inch wide and one inch apart worked across the ends; 4 triple dark blue silk $\frac{1}{4}$ inch stripes above and below these, $\frac{1}{8}$ inch apart, and $\frac{1}{2}$ inch between each three; and one set of three stripes between the two silver stripes.

Forage Cap.—Blue cloth with black oak-leaf braid band.

Full Dress.—Same as above, with addition, of pouch-belt, as prescribed, and a spike to helmet.

DISTRICT SUPERINTENDENTS.

Undress.—Patrol jacket, blue cloth; same as prescribed for Assistant District Superintendents.

Trowsers.—Blue cloth with double $\frac{3}{4}$ th inch black mohair braid stripes down the seams, $\frac{1}{4}$ inch apart; or corduroy for office and camp duties.

Breeches and Boots, } As for Assistant District Superintendents.
Spurs, }

Pouch.—As prescribed.

Helmet,

Pagri,

Forage Cap, }

} As for Assistant District Superintendents of Police.

Summer Uniform.—As for Assistant District Superintendents, with addition of pouch belt.

Full Dress.—Tunic, blue cloth, single breasted; stand collar rounded in front. On each side of the breast five loops of black square cord, with netted caps and drops, fastening olivets; the top loop eight inches long, the bottom one four inches. A double cord on the shoulders. The tunic edged all round, except the collar, with black square cord. On the back seams a single cord, forming three eyes at the top, passing under a netted cap at the waist, below which it is doubled, and terminating in a knot at the bottom of skirt. The skirt to reach two inches below hip joint, lined with black and rounded off in front; collar, laced round the top with black lace, and figured braiding below the lace. Sleeve ornament, Austrain knot of square cord.

Trowsers.—As above.

Mess Dress.—Dark blue mess jacket with low stand up collar fastening with a hook and eye at collar. Black mohair braid round collar and edges $\frac{1}{2}$ inch wide

Waistcoat.—Dark blue cloth, cut down the breast bone, trimmed with black mohair braid and with hooks and eyes as fastenings.

Assistants may wear the same.

DEPUTY INSPECTORS GENERAL

Similar to that of District Superintendents, but the tunic as for field officer of Rifles.

Military officers to wear insignia of their Military rank.

23. Military officers of these grades should wear on their patrol jackets and full dress tunics the regulation insignia, black silk embroidered collar badges, of their military rank.

Part only of uniform not to be worn.

24. Officers and men of all ranks when off duty will either wear their complete uniform or plain clothes, and not parts of each.

While on duty all ranks to be properly equipped.

25. Officers and men on duty must invariably be properly and carefully dressed and equipped, according to preceding rules.

26. European officers of the superior ranks, when employed either in the daily duty at office or in a court of justice, or on duty in charge of His Honor the Lieutenant Governor's camp, must always wear their uniform; as also on all public occasions when the Lieutenant Governor is present.

27. Officers of a district, when paraded together for duty should always be dressed in the same manner *i. e.* if the duty be a mounted one, all should wear breeches and boots: if on foot, trowsers, according to the season, of the same description.

All officers to be dressed alike on parade.

Saddle cloths of Mounted Sergeants and Constables.

28. Mounted constables and sergeants must have blue saddle-cloths edged with two inch scarlet cloth cut out towards the centre of the back, so as just to cover the saddle. To be worn over the saddle.

Saddle-cloths of Inspectors and Deputy Inspectors, European and Native.

29. Inspectors and Deputy Inspectors to have blue saddle-cloths edged with two inch scarlet cloth, piped on the inside with $\frac{1}{2}$ inch white braid.

European Inspectors to have a plain blue saddle-cloth with $1\frac{1}{2}$ inch black braid piped on either side with $\frac{1}{2}$ inch red cloth, under the hunting saddle.

Saddle-cloth of superior officers.

30. European officers to have a plain blue saddle-cloth edged with $\frac{1}{2}$ inch black braid tipped on each side with half inch red cloth vandyked, worn under the hunting saddle.

Infantry mounted officers bridle and bit, of brown leather with brass mountings and blue frontal strap and bosses. A pair of wallets with patent leather cover.

MEMORANDUM.

The following orders are superseded.

Arms.	Uniforms.
Circular No. 22 of 1861.	Circular No. 45 of 1861.
" " 44 of 1862	" " 52 of "
" " 9 of 1865	Circular Memo. No. 338 of 1865.
" " 18 of 1867	Circular No. 28 of "
" " 33 of "	Circular Memo. No. 2170 "
	Memo. No. 91 of 8th January 1866.
	" No. 2568 of 24th Sept. 1866.
	Circular No. 46 of 1868.
	No. 3118 of 18th November 1869.
	Circular Memo No. 2391 of 1870.

BOOK CIRCULAR No. XXV.

(No. 196.)

Dated 27th January 1874.

DISCIPLINE.

1. Discipline on all occasions must be strictly enforced; but a policeman should carefully be taught the difference between the duty of a sentry and of a watchman. Both duties require that strict discipline be enforced; but at present

Discipline to be strictly maintained.

policemen on beat as watchmen are but too apt to fancy themselves sentries on duty, with but one care, not to go to sleep, and one desire, soon to be relieved; they move along their beats without intelligence, observing nothing, learning nothing.

2. Police officers must make it a subject of their constant attention and

The superior officers to carefully and constantly instruct the lower grades.

strive, whilst they teach the Inspectors, to make them teach those below them, until the sergeants become valuable and able instructors of the constables they are constantly in contact with. Police officers themselves will

be held strictly responsible for the intelligence and efficiency of their men.

With District Superintendents rests entirely the enlistment of men as police constables, the promotions into the grades of sergeant, and the recommendations for the higher grades; they must, therefore, eventually be held responsible for the efficiency of all.

3. Attention must be paid to the cleanliness and general tidiness of police stations. They should be kept scrupulously clean, the floors of the barracks washed with cowdung weekly; the carpets in the offices kept clean, broken bricks, tiles, &c., removed, and the office white-washed twice a year. This latter should be done on application to the Deputy Commissioner.

4. The possession of local knowledge being of great importance to a policeman, and this knowledge not being attainable without a certain period of residence in one place, District Superintendents must arrange so that their officers and men shall, if possible, remain at rural stations not less than three years before removal.

5. Discipline, however, is not to be lost sight of; and although it is undoubtedly advantageous that every individual in the force, should periodically be brought into head-quarters, for the purpose of being under the immediate observation of his superior officer, for instruction in drill and the theory of his police duties, and that his memory may be refreshed with the principles of subordination and discipline; yet, no man belonging to a rural station must be kept at head-quarters for a longer period than one month out of twelve. Nor must all the men on duty at a rural station be relieved and called into head-quarters at one and the same time. The Deputy Inspector and Sergeant of a rural station, should never be removed together. The changes must in fact, be so arranged, that the performance of the important duties of prevention and detection of crime, shall nowhere be hindered.

6. All police officers should be most careful to prevent the growth, in this department, of any family party or clique.

District Superintendents will be held responsible that such does not exist in their respective districts. They should bear this subject in mind, as one which will assuredly need constant supervision.

7. Relatives may not serve in the same police station, nor in the same division of a district, commonly known as a thanna, without the written sanction of the Deputy Inspector-General.

8. All grades of police are hereby admonished of the imperative necessity of not allowing vent to their feelings under any circumstances whatever. No notice should be taken of abusive language used. On no account should they reply, or use any irritating language or expression, even towards those who are offending against the laws.

Constables defending themselves from assault must do so with calmness and not with violence.

The more good temper, and coolness shown by the police, whenever they are called upon to act, the more readily will all the well-disposed assist them in preserving the public peace and securing any riotous or disorderly person.

9. The police must not be permitted to exact food &c., from the villages they visit, or elsewhere, without paying for the same. The village account books have, in some instances, shown this evil to exist, but unfortunately without the names of the recipients being entered.

10. For the performance of the duties required from the foot police, it is not necessary that any members of the body should keep a horse or pony, or other means of conveyance. The salaries of even the best paid amongst them are not adequate for the expense which would thereby be incurred ; and those who did keep horses or ponies &c. would assuredly be tempted to exact from the people the cost of keeping the same.

11. The foot police must be, as a rule, strictly prohibited from keeping cattle for such purposes. In a case where a Deputy Inspector-General is satisfied that a member of the foot police has private means, sufficient to enable him to keep a horse or pony, permission for its being kept can be given ; but such a case would be a special one.

12. This is not intended to prevent men whose families live near and keep cattle, owning cows, goats, buffaloes &c., nor to hinder a man from keeping an animal to supply him with milk, which at some isolated outposts may be a real necessity, but cattle may not be kept *inside* police stations or so near as to be objectionable on any grounds.

13. The District Superintendent of police must endeavour to have daily personal intercourse with the Deputy Commissioner, when he is at head quarters, and to keep him fully informed on all subjects affecting the well-being of the district which may come to his knowledge.

It may be at Kutcherry or anywhere else, but there should be free communication, and that can only be by personally meeting. Five minutes conversation will give a District Officer more knowledge of what is going on, and the District Superintendent a better knowledge of his views and wishes, than a quire of correspondence ; and it will save many a misunderstanding.

14. District Superintendents, when proceeding on leave or duty beyond the sadar station, should inform Deputy Commissioners, acquainting them with the period of their absence, or the general direction in which they are going.

15. District Superintendents and Assistant District Superintendents on first taking up their appointments at a station to which they are posted or transferred, or on rejoining from leave, should personally communicate their arrival to the Commissioner (if it is his head-quarters), and to the Deputy Commissioner.

MEMORANDUM.

The following orders are superseded.

- Cir. 37 of 1861.
- " 63 of "
- " 88 of "
- " 17 of 1862.
- " 20 of "
- " 39 of "
- Cir. Memo 1137 of 1864.
- Cir. 27 of 1866.
- Cir. Memo 286 of 1868.
- " 922 of "
- Cir. 12 of 1870.
- " 32 of 1873.

BOOK CIRCULAR No. XXVI.

(No. 198.)

Dated 27th January 1874.

SERVICE.

Records of Service.

1. The attention of all police officers is drawn to section 109 Civil Pension Code, laying down the procedure to be followed in verifying the service of policemen.
 Verification of service.
 In all cases the rules regarding leave and pension, as provided for in the codes, must be the guide.
 2. A roll of every police officer holding an ungazetted appointment, and drawing more than Rs. 20 *per mensem*, exclusive of horse allowance, has to be maintained in the office of the Inspector-General of police.
 Roll ordered for all drawing more than Rs. 20 a month.
 This roll will be kept in the form given as No. I in Appendix.
 2. All non-gazetted officers drawing more than Rs. 20 *per mensem*, who have, under section 69 of the Civil Pension Code, to keep up a service book, must remember that they must personally keep them up, as it is only the duty of the Account Department to verify the same and not to supply omissions. Each entry in the book must be attested in the manner indicated in section 69 of the code.
 Non-gazetted unencumbered police officers themselves responsible for the correctness of their service books.
 4. Where proof by records is not forthcoming the evidence of contemporary employes must be given. (section 71 (4) Civil Pension Code.) These documents are to be written in English, on full pages of foolscap paper, with a margin for binding, and they should be attested by the full signature of the District Superintendent.
 Proof of service how to be obtained.
 5. To enable the Inspector-General to keep these service rolls up to date after they have been made out, a monthly return, in the form No. II, must be submitted. It contains a column for every ordinary incident in the career of a public servant. Many columns will frequently be blank, but the object of having them is to prevent, as far as possible, any circumstance being forgotten.
 Monthly return of incidents in service to be submitted.
 6. District Superintendents can hereafter obtain copies of any rolls required for use in applications for pension.
 Copies of the roll will be available.
 7. In accordance with the provisions of section 53 rule 3, Civil Pension Code an annual return (form No. III of Appendix) must be submitted on the 1st April, through Deputy Inspectors General to the Central Police Office, exhibiting the names of all police officers of and above the rank of 1st grade sergeant, who are fifty-five years of age, or older.
 Annual return of officers in superior grades who have attained the age of 55 years.
 8. In compliance with the orders of Government, the names of all officers permitted to remain in the service after they have attained the age of 55 years, must be included in each annual return.
 The names of officers whose retention has been sanctioned, to be annually noticed in the return.
- In the column for remarks the sanction for such officers' retention should be quoted.

9. If the head of the office recommends the retention of an officer, subject to these rules, who has attained the age of 55, Procedure when head of office proposes to retain aged police officer. he must state the period for which he proposes to allow such officer to continue in the service.

10. If the head of the office recommends the discharge of an officer, he must submit with his return the officer's service roll and an application for gratuity or pension, whichever may be due, on behalf of the officer recommended for discharge. And when he proposes to discharge him.

Service which counts towards pension.

11. Half of the hitherto ineligible service rendered in the old police by persons now in the Panjáb constabulary will reckon as service for pension or gratuity under both scales A and B. Half of old police service admissible.

District Superintendents must take great care to record at once in the men's service rolls all service spent in grades in the old police which formerly gave no title to pension, and must also take measures to prove all the service so recorded. Care enjoined in the record of old services.

12. From the pension rolls on record in this office, the Inspector-General gives the following illustrations of the kind of service a moiety of which may now be counted towards pension:—

Service as a	Burkundáz	} in the old Civil Police.
" "	Jamadár	
" "	Muharrir	
" "	in the Military Police.	

13. A constable or a sergeant who takes his discharge and re-enrols himself within a year, may be allowed by the Inspector-General of police, under section 103 of the Civil Pension Code, to reckon his previous service towards pension. Breaks in service of sergeants or constables.

Such sanction will, under section 106 Civil Pension Code, enable him to count previous service towards pension in whatever grade he may be when invalidated.

14. Police-officers who have elected scale A, section 104 Civil Pension Code, will be allowed and may count as service for pension, all leave admissible under the late Superannuation Fund rules.—(F. D. No. 4,033 dated 31st December 1873.) Leave which counts as service.

Police officers who have elected scale B, may count as service any leave obtained before such election, which under the late Superannuation Fund rules, would have counted for pension.—(F. D. No. 4,033 dated 31st December 1873.)

15. Officers drawing more than Rs. 20 *per mensem*, taking their discharge, and policemen re-enrolled in grades receiving more than Rs. 20 *per mensem*, cannot on re-enrolment be allowed to reckon back service. What grades cannot benefit.

Substitutes

16. As a rule, in the imperial police, the system of *substitutes* must be entirely put a stop to: the only exceptions being in favor of mounted constables, and then only on the sanction of the Deputy Inspector General and when the interests of the police service fairly demand it. System of allowing substitutes to be discontinued, with certain exceptions.

Each case to be reported to the Inspector General by the Deputy Inspector General, with reasons in full showing why the sanction was given.

17. In the municipal police of some towns where the reserve is small, it has been found necessary to allow substitutes, in order to grant any leave at all; the system however, is most objectionable, and arrangements must be made, if possible, to provide such a reserve that a small amount of leave at least can be granted without the necessity of providing substitutes.

18. For all towns possessing more than one hundred and fifty police, the system of substitutes is entirely prohibited; but for towns where the strength of the force is less and the amount of leave which can be granted not enough for the force, substitutes may be allowed under the following rules, and for which the District Superintendent will be held responsible:—

- I. That the leave, as far as can be ascertained, is really necessary.
- II. That it is leave in excess of what the applicant is entitled to—for no man may be forced to give a substitute when taking leave he is justly entitled to.
- III. That the substitute offered is apparently qualified for the work he undertakes.
- IV. That the substitute receive the full pay of the absentee.
- V. That the substitute be enrolled, and the usual certificate given.
- VI. That if the substitute be discharged during the leave of absentee, the District Superintendent at once appoint another, or order the absentee to return.
- VII. That the absentee is only so far responsible for the substitute—if it is evident that the absentee did not propose him in good faith, believing him to be a fit man, but knew or could easily have ascertained or ought to have known that the substitute was not a fit man.

19. Each case to be reported to the Deputy Inspector-General for sanction and by that officer to the Inspector-General, as ordered in para 16 for the mounted constables, to whom these rules for substitutes will also apply.

29. The system is very objectionable and, therefore, officers should do their utmost to carry on work with justice to the men, with-
The substitute system to be discouraged, out it.

APPENDIX.

No. I.

POLICE DEPARTMENT.

DISTRICT.

SERVICE ROLL OF (INSPECTOR OR DEPUTY INSPECTOR)
EMPLOYED IN THE (IMPERIAL OR MUNICIPAL) FORCE OF THE DISTRICT.

1	2	3	4	5	6	7	8	9	10	11	12	13
Name and father's name.	Nature of offices held, and districts in which post was overned.	Pay (exclusive of horse allowance).	DETAIL OF SERVICE.						LEAVE ENJOYED.			
			Dates of incumbency.		Periods of incumbency.			Cause of breaks, and explanation.	Nature.	Extent.		Remarks.
			From	To	Years.	Months.	Days.			From	To	

DESCRIPTIVE ROLL.

1	2	3	4	5	6	7
Height.	Age on the	Caste or tribe.	RESIDENCE.			Particular Marks.
			Village.	Thánah.	District.	

NOTES OF TRANSFER.

1	2	3	4
Date of transfer.	PLACE.		Remarks.
	From	To	

COPIES OF ENTRIES IN CHARACTER ROLL.

(Form referred to in para 2.)

No. II.

POLICE DEPARTMENT.

DISTRICT.

RETURN PREPARED ON THE 1ST OF _____, SHOWING INCIDENTS IN THE SERVICE OF ALL NON-GAZETTED UNCOVENANTED POLICE OFFICERS DURING THE PAST MONTH.

1	2	3	4	5	6	7	8	9	10	11	12	13	14
Serial Number.	Names of all uncovenanted officers who have been borne on the rolls any portion of last month.	Branch of the police to which attached (i. e. Imperial, Municipal, &c.).	Promoted, (give date and rank to which promoted). This includes appointed.	Reduced, (give date and rank to which reduced).	Suspended.	Released from suspension, (give date and order passed as to former service and period of suspension.)	Died, resigned, dismissed, or brought under reduction; invalided, (give date, and circumstances which event occurred.)	Transferred, (give date and district, or branch of service, to which sent.)	Received by transfer, (give date and police whence received.)	Nature.	From	To (fill in when man has re-joined.)	Copies of any entries made in character rolls since submission of previous statement.

Dated

Countersigned,

Deputy Inspector-General. District Superintendent of Police.

(Form referred to in para 5.)

No. III.

POLICE DEPARTMENT.

DISTRICT.

ROLL SHOWING THE NAMES OF ALL OFFICERS OF AND ABOVE THE RANK OF 1ST GRADE SERGEANT, WHO HAVE ATTAINED THE AGE OF FIFTY-FIVE OR MORE YEARS.

1	2	3	4		5	6	7	8
Serial No.	Name.	Rank and grade.	Present Age.		Period of extension for which recommended by District Superintendent.	Grounds for recommending extension, or for removal from service.	Remarks by Deputy Inspector-General.	General remarks by either District Superintendent or Deputy Inspector-General.
			Years.	Months.				

(Form referred to in para 7.)

, MEMORANDUM.

The following Orders are superseded :—

Circular Memo. No. 1,573 of 1862.

Memo. No. 677 of 16th March 1866.

Circular 59 of 1871.

„ 35 of 1872.

Memo. No. 3,647 of 19th December 1872.

Circular 24 of 1864.—(*Substitutes.*)

BOOK CIRCULAR No. XXVII.

(No. 199.)

Dated 27th January 1874.

SPECIAL REPORTS OF OCCURRENCES.

1. A special report is required to be submitted of any unusual occurrence which is of sufficient importance to be brought to the notice of the authorities.

Extraordinary occurrences to be specially reported.

2. The form in which the report should be made is that prescribed for the Form of the report. , weekly No. III, and is annexed for reference.

Table of the events to be reported.

2. The following tables will show the occasions on which reports are required to be sent.

Reports are to be submitted, when necessary, from all stations.

4. All officers in charge of police stations, whether Imperial, Municipal, Cantonment or Railway, must submit, when necessary, the reports shown in Table B.

TABLE A.—Occurrences to be specially reported by District Superintendents of Police and the Assistant Inspector-General of Railway Police.

1	2	3
Serial No.	Occurrences.	To whom to be reported.
1	Political information of <i>every</i> kind ...	Inspir.-Genl.; Depy. Inspir.-Genl.; Commr.; and Depy. Commr.
2	Political information of an <i>important nature only</i> .	Secretary to Government.
3	Any occurrence resulting from religious or political excitement affecting the peace of a town or district.	Secy. to Govt.; Inspir.-Genl.; Depy. Inspir.-Genl.; Commr.; and Depy. Commr.
4	Escape of persons detained or confined for <i>political</i> reasons.	Secy. to Govt.; Inspir.-Genl.; and Depy. Inspir.-Genl.
5	When foreign vagrants or wandering bodies, who presumably live by crime, enter a district.	To Inspir.-Genl.; Depy. Inspir.-Genl.; Commr.; and Depy. Commr. (N. B.—To the three last named, the report may be in vernacular.)
6	Railway accidents ...	Secy. to Govt.; Inspir.-Genl.; Depy. Inspir.-Genl., Lahore Circle; Consulting Engineer to Govt., Raily. Dept.; and nearest Station Master. N. W. P. authorities for accidents on the N. W. P. portion of the line.
7	Recruiting parties, whether for service under British Government or foreign states.	Inspir.-Genl. Depy. Inspir.-Genl.; and Depy. Commr.
8	When military troops are employed on any civil duty.	Inspector-General of Police.

1.—Officers should use their judgment with regard to events not embraced in this table.

2.—In regard to No. 7 of table, the report should show :—

(1.) The number of recruits enlisted.

(2.) The classes to which they belong.

(3.) The name of state or service for which enlisted.

(4.) The number and constitution of the recruiting party.

And any other particulars of interest connected with them.

3.—A report to be despatched immediately recruiting parties are discovered, and the particulars alluded to above to be submitted in a subsequent report if not known at the time of first reporting.

TABLE B.—Events to be specially reported by all officers in charge of police stations, as ordered in para 4.

1	2	3
Serial No.	Occurrences.	To whom to be reported.
1	Political information of <i>every</i> kind ...	Dist. Supdt.; and Depy. Commr.
2	Escape of persons detained or confined for <i>political</i> reasons.	Do. do. do. do.
3	When foreign vagrants or wandering bodies enter a station jurisdiction.	Do. do. do. do.
4	Railway accidents ...	Dist. Supdt. of Police; Depy. Commr.; and nearest Station Master.
5	Advent of any recruiting party ...	Dist. Supdt.; and Depy. Commr.

Note—1. Officers in charge of Railway police stations must report to the Assistant Inspector-General of Railway police; Deputy Commissioner; and Station Master—(vide column 3).

2. Officers in charge of police stations in cities and cantonments will *not* report railway accidents.

APPENDIX.

POLICE DEPARTMENT.

DISTRICT.

Report of occurrence below noted during the week ending

187 .

Dated

187 . }

District Superintendent of Police.

MEMORANDUM.

The following orders are superseded :—

Circular 38 of 1871, (*Para 2*).
 Circular Memo No. 3,619 of 1871.
 Circular 61 of 1871.
 " 63 "
 Circular Memo 192 of 1872.
 Circular 18 of 1872.

BOOK CIRCULAR No. XXVIII.

(No. 212).

Dated 28th January 1874.

PATROLLING DUTIES.

1. Each rural division must be sub-divided as far as possible into beats.
 Rural divisions to be marked off into beats. Two-thirds of the strength of the police party at the station should be available for this duty, unless special duty prevents it, and each constable should be able to accomplish daily a march of 8 or 10 miles.
2. The limits of each beat should be clearly defined, numbered, and entered into Station Book No. XIV (*See Book Circular No. XXXIII*) with the names of the different villages to be visited, roads and thoroughfares to be patrolled. If possible all should be visited once in 24 hours. Loose and ill-disposed persons must be systematically watched ; and all parts of the country should be watched and brought under observation. Throughout the police there must be an intimate and regular co-operation all over the country.
3. The patrolling by mounted policemen should be well looked to, and care taken that the duty is performed carefully, with intelligence, and *not* at regular hours.
 Patrolling by mounted men.
4. Two constables will be told off to each beat and receive a paper containing the names of the villages in their beats, and the bad characters under surveillance. They will patrol in company, and must know by heart the contents of the paper delivered to them.
 Two constables to be told off to each beat.
5. One of the two constables will be changed monthly to another locality, and thus a man will remain two months on each beat.
 One constable to be changed monthly.

6. The rounds made by the Deputy Inspectors and sergeants and the result of their inquiries will be entered in the Book of Beats prescribed in paras 84 and 85 of Book Circular No. XXIII (STATION BOOKS). If a village is visited, as it should be, more than once, it can be noted in column 6, as prescribed in the Circular above quoted.

7. District Superintendents should guard jealously against their rural beats becoming unpopular amongst the people, and punish severely and at once any irregularity or oppression on the part of their men.

8. Inspectors, when on inspection duty, should be desired to visit some villages in each station and note in their reports when the Deputy Inspector last visited them ; also when and what constables visited. These reports should then be compared with the station diaries of the dates mentioned.

9. As it is very desirable that obstructions of any kind should never be allowed to remain on our lines of communication, the following rules are issued :—

I.—When on any road, street, or thoroughfare, an obstruction of any kind is caused, it is the duty of the police to take, at once, such measures as lie in their power, to effect the removal of the obstruction and to prevent its being dangerous to life or property.

II.—The police must request the persons causing the obstacle to remove it or to take measures for preventing its being a cause of danger to the public, by placing a light by it, or a watchman at night to warn off the traffic ; pointing out to the said persons that they will be held responsible for the consequences of not complying with the order.

III.—Should the said persons be unable or unwilling to abate the nuisance at once, or be dilatory, or cannot be found, the police must at once report the occurrence to the nearest tahsildár, or in towns where there is a Municipal Committee, at their office, or to their executive officer, whose duty it shall be to take the necessary measures for its immediate removal, or for so arranging that life and property may not thereby be endangered.

MEMORANDUM.

The following Orders are superseded :—

Circular No. 88 of 1861—(para 30.)

Circular Memo. No. 1,137 of 1864—(paras 4 and 6.)

Circular No. 14 of 1867.

MEMO No. 220.

Dated 29th January 1874.

Vernacular terms to be avoided in English correspondence.

Publishes for information copy of Panjab Government's Circular No. 9—250 of 16th instant, and its annexures, forbidding indiscriminate use of Indian words in English correspondence.

Endorsement by the Panjab Government.

Circular No. 9—250, dated 16th January 1874.

Copy of the following forwarded to all Heads of Departments, Commissioners and Deputy Commissioners in the Panjab, for information and guidance.

HOME DEPARTMENT.

No. 70-3947, dated Fort William, 31st December 1873.

From—Secretary to Government of India, to the Secretary to Government, Panjab.

As the practice of using in official correspondence vernacular terms that are generally unintelligible beyond the province in which they are current is common and productive of much inconvenience and delay in the despatch of public business, I am desired to call attention to the subjoined orders of the late Hon'ble Court of Directors forbidding indiscriminate use of Indian words in English correspondence, and to request that the spirit of these instructions may still be observed as closely as possible.

2. It must, however, be understood that this restriction is not meant to govern necessarily the style of correspondence carried on between a Local Government and the officers subordinate to it, but is applicable mainly to writings intended to go beyond one Local Government. When in such papers a correct English equivalent to a local vernacular designation cannot be given, the word can usually be best explained by reference to the class or business to which an office or employment belongs; for the chief difficulties are found to occur in returns of subordinate establishments.

Extract from a despatch from the Hon'ble the Court of Directors, dated the 6th January 1815, circulated on the 17th October 1815.

PARA 138. Adverting to the various terms and appellations borrowed from the oriental languages which appear on your Revenue Consultations, and the meaning of which it is sometimes difficult to discover, we direct that you instruct the Boards of Revenue and of Commissioners to desire the different Collectors subject to their respective authority to avoid as much as possible the use of Native designations in their correspondence; and in cases where it may be impracticable to dispense with them without frequent periphrasis to affix a marginal explanation of the terms which, for the sake of convenience, may be employed in the text of their letters.

BOOK CIRCULAR No. XXIX.

(No. 213.)

Dated 28th January 1874.

CLOTHING.

I.—IMPERIAL POLICE.

Annual Government grant intended only to keep up an adequate kit for each man.

1. The annual grant by the Government of 5 Rs. per man, for the *foot grades* of sergeants and constables, is only intended to cover all expenses attendant on keeping up an adequate amount of clothing for each man.

2. The value of the clothing with which a man is supplied must therefore be paid for by him during the *first* year of his service. On leaving the force he will receive the same value back again, after surrendering or making up a full kit.

Value of kit to be paid for by men during *first* year of service.

By this plan a man has a direct personal interest in taking care of his uniform, so that on leaving the force he may be able to claim its full value.

3. On this basis the following rules are prescribed, and will come into force Clothing rules prescribed. on the 1st of April 1874 :—

Rules.

Composition of kit.

I.—The full kit shall be composed of the following articles :—

1 Great coat	All of the <i>last</i> issue and capable of lasting until the next issue.
1 Cloth coat	
1 Blouse	
1 Sāfa	
1 Pantaloon	
1 Haversack	
1 Fatigue kurta	Of the issue prior to the last.
1 Blouse	
1 Sāfa	
1 Pantaloon	

II.—A kit shall be considered at any time full and complete if the articles of the last issue are all forthcoming and good enough to last till the next issue, and if the blouse, safa and pantaloons of the issue prior to the last are all exhibited.

Clothing re-issued to be repaired, &c., at cost of fund.

III.—Each article of clothing re-issued shall be put into thorough repair, and if necessary re-dyed, at expense of the fund.

When recruit is to get a kit.

IV.—A recruit, on being passed in drill and sent on duty, shall be supplied with the kit detailed in rule I.

Cuttings for a recruit's kit.

V.—A recruit, on entering the force, must be put under stoppages as follows :—

For the first four months, whilst learning drill and general duties,—2 Rs. a month.

For the next eight months—1 Rupee a month.

Thus by the end of his first year he will have paid Rs. 16, the assumed value of the kit.

Issue of clothing.

VI.—Issues of clothing must be made as follows :—

1	2			3	4
Articles.	Estimated value.			When to be issued.	Time it must last.
	Rs.	A.	P.		
Fatigue kurta ...	0	8	0	} February ...	1 Year.
Pantaloon ...	0	14	0		
Blouse ...	1	8	0	} February ...	2 Years.
Sáfa ...	2	0	0		
Cloth coat ...	5	0	0	September ...	3 Years.
Great coat ...	4	12	0	} September ...	5 Years.
Haversack ...	0	8	0		

The estimated value of column 2 should not, if possible, be exceeded.

Each man to be supplied with a full kit on dates of issue.

VII.—Each foot sergeant and constable must be supplied with the above articles of clothing when issues are made.

Articles issued in excess of a full kit may be purchased by fund.

VIII.—All articles of clothing which, by this arrangement, a man may accumulate in excess of his full kit, must be considered as having become absolutely his own property.

They may be purchased by the fund at the discretion of the District Superintendent of Police, or by any one, at the price which the man himself fixes.

IX.—Every article of new clothing must be legibly stamped with the number of the year only at the time of issue, and no clothing may be issued unstamped.

Coat	} To be stamped on <i>inside</i> of back of neck-band.
Great coat	
Blouse	
Fatigue kurta	
Sáfa	On one of the ends.
Pantaloon	On waist-band.
Haversack	In front.

District Superintendent to make up a stamp yearly.

X.—The District Superintendent of Police must make up each year a wooden die to stamp the articles as above ordered.

Good conduct stripes and chevrons to be given by fund.

XI.—Good conduct stripes and chevrons are to be supplied at expense of the fund.

XII.—New clothing given to a man subsequent to the year of issue, in order to supply deficiencies arising from his own neglect or otherwise, shall always be stamped with the *last* date of issue of the particular article, and it shall be treated as if to last only until the next regular issue of the same.

Nominal roll for issue, of clothing.

XIII.—For each issue of clothing nominal rolls are to be prepared, and each recipient shall sign or seal opposite his name for what he receives.

After the expiration of one year these rolls may be destroyed.

At inspections full kits to be produced.

period, a new article must

Deficiencies to be made good.

Articles exhibited at kit inspections to be those of two last issues.

XIV.—During his service each man must, at inspection of kits, produce a full kit, such as described in rule I; and if any article of the last issue be found wanting, or to have depreciated from neglect so much as not to be fit to last the prescribed issue of pay, if the recipient be a sergeant; and, if a constable, at a rate not exceeding Rs. 2 monthly.

XV.—The articles of clothing exhibited at inspection of kits must always be those of the two last issues.

XVI.—If a District
Renewal of kits injured from unusual causes.

expense of the clothing fund. Clothing destroyed to prevent the spread of a contagious disease comes under this rule.

Superintendent of Police consider that a man's kit has suffered from unusual circumstances, such as may be occasioned by being suddenly summoned to aid in extinguishing a fire, &c., he may replace any article at the

XVII.—After their first year it will not be necessary, as a rule, to keep up accounts of clothing not to be maintained after the first year, except for recruits.

any clothing accounts with the men; but for each recruit an account in vernacular of deductions made must be kept for the first year of his service.

Separate accounts of stoppages not to be kept.

XVIII.—No separate account need be kept of the deductions made from men for the cost of clothing supplied to replace articles injured by their own neglect.

An order for the deductions must be entered in the order book, on which the pay sergeant will act. The acquittance rolls will show whether the amounts have been recovered, whilst the stock account will show the issues and their value.

XIX.—A man transferred, on reduction to make up full kit, and then the full value will be remitted to their new districts.

Men transferred on reduction to make up full kit, and then the full value will be remitted to their new districts.

from one district to another, must surrender or make up at his own cost a kit of full value as to the number and duration of each of the articles, and then the 16 Rs. which he might have claimed on leaving the force shall be remitted to the district to which he may be transferred, and he shall receive a full kit from that district.

XX.—In cases of transfer which are simply interchanges of the men, it is only necessary that each man surrender or make up a full kit in the district he leaves, and receive the same in the district he joins.

XX.—In cases of transfer which are simply interchanges of the men, it is only necessary that each man surrender or make up a full kit in the district he leaves, and receive the same in the district he joins.

XXI.—When a sergeant or constable entitled to clothing allowance leaves the force he must surrender a complete kit as described in rule I, or make good in cash the value of any deficiencies. The District Superintendent before bringing the kit on the books must have it made complete.

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XXII.—A complete kit having been surrendered or value of deficiencies made good in cash, then a man shall be entitled to receive the estimated value of it, namely, 16 Rs.—Provided:

XXII.—A complete kit having been surrendered or value of deficiencies made good in cash, then a man shall be entitled to receive the estimated value of it, namely, 16 Rs.—Provided:

- (a). That, if he have served but one year or less, he may not receive anything.
 (b). That, if he have served over one year and under two years, he may receive only 8 Rs.

XXIII.—On promotion to the rank of Deputy Inspector a sergeant must make good in cash or surrender a kit completed at his expense ; and if he eventually leave the force in any grade above that of sergeant, he shall not receive any value for the kit surrendered.

Full kit to be surrendered or its value paid in cash on a man's promotion to Deputy Inspector.

Men rigorously imprisoned to forfeit kit and compensation.

XXIV.—Every man sentenced to imprisonment with hard labor shall forfeit his claim on the clothing fund, and his clothing shall be considered as confiscated to the fund.

He will not make good deficiencies.

He may not under the circumstances be required to make good any deficiencies in the kit.

XXV.—Every man dismissed for misconduct shall be liable to have his claim on the fund forfeited and his clothing confiscated, if the Deputy Inspector-General concur.

Dismissed men liable to forfeit claim to value of kit.

In case of forfeiture deficiencies will not be made good.

Such forfeiture and confiscation will obviate the necessity of a man making good any deficiencies in the kit.

XXVI.—Mounted men must, as heretofore, pay for their own clothing ; but it

Mounted men to pay for their kits.

shall be issued to them only according to the requirements of each individual, and not at fixed periods : Provided, that the cloth coat shall be supplied to them when the rest of the force is supplied with it.

4. All men who were in the force prior to 1st April 1870 will not be required

Men in the force before 1st April 1870 not liable to deductions for kits.

to pay the 16 Rs. taken from recruits, it being assumed that, under the former system when men paid considerably towards the cost and maintenance of their uniform, they have in point of fact supplied a full kit out of their own funds ; they will, on leaving the force and surrendering a full kit, be entitled to receive the 16 rupees.

Claims of heirs of deceased men on clothing fund.

5. If the heir of a deceased man surrender, on behalf of the deceased, a full kit, he shall receive the 16 rupees.

Men who die heirless.

6. Clothing in possession of men who die without heirs shall lapse to the fund.

7. All men who have been enlisted subsequent to 1st April 1870 but prior to

Men enlisted between 1st April 1870 and 1st April 1874 to pay Rs. 6 only towards a kit.

1st April 1874, shall pay to the fund 6 Rs., and in consideration thereof be permitted to claim the 16 Rs. on leaving the force,—provided they surrender or make good at their own expense complete kits.

RECORDS.

Clothing accounts to be maintained.

8. The following accounts only will be kept (the forms are given in appendix) :—

All receipts and payments of money to be entered in the cash book,

All receipts and disbursements on account of clothing for every kind of police must, as heretofore, be shown in detail in the District Superintendent's cash book.

English Books and Returns.

Books. No. I.—A cash account book showing all receipts and disbursements on account of clothing for police of every description—imperial, municipal, cantonment and other bodies supplied for public or private purposes.

This account is sub-head C. of the District Superintendent's office cash book. (See *Form in Appendix*.)

No. II.—Account of the cost of making up clothing (*Form in Appendix*).

Instructions.—All clothing made up without the medium of contractors, or from material supplied to them, must first be exhibited in this book, and, when completed, be brought on the stock book.

No. III.—Stock account of the receipts and issues of new clothing. (*Form in Appendix*).

Instructions.—Each article of new clothing, directly it is accepted by the District Superintendent of Police, whether it be from contractors or from the men employed to make it up from materials supplied must be brought on the stock book under its appropriate page heading.

A separate page should be assigned for each distinct article of clothing, so that the receipts and issues of any particular article may be clearly and at once ascertained.

Receipts or issues of one or more articles must be noted directly they are made, and after each such entry a balance should be struck showing the state of stock.

A form of agreement to be used when employing contractors is given in the appendix.

Returns. On the closing of the March accounts at the end of the financial year a statement (*Form No. IV of Appendix*) must be prepared, showing the cash transactions of the fund for the past official year. This will be entered in sub-head C. of District Superintendent's cash book.

A balance sheet must at the same time as the above be drawn out showing the assets of the fund in cash and stock, as well as its liabilities (*Form No. V of Appendix*). This will also be entered in sub-head C. of District Superintendent's cash book.

Vernacular Books and Returns.

Books. Stock account of kits surrendered, of second-hand clothing purchased, and of issues of such. (*Form No. VI of Appendix*).

Instructions.—All clothing purchased under rule VIII surrendered or confiscated must be entered in this book.

The total amount paid for the articles should be noted in column 4 opposite the entries in columns 1—12, which are intended to exhibit the number of each kind of article received. A similar record in column 9 is required for all issues.

The object is to ascertain at end of the year the value of clothing other than new articles in store, *i. e.*, of kits surrendered and of second-hand clothing purchased.

No. VII.—Stock account of the receipts and issues of new clothing.

No. VIII.—Clothing deductions of recruits.

This is to be kept up for the first year of service.

Returns. Nominal roll of issues in Form No. IX of Appendix.

Instructions.—For each issue of clothing a nominal roll must be prepared in this form, and the recipient should sign or seal in the appropriate column for what he receives as shown against his name.

The officer in whose presence the articles are issued should also sign his name in column 7 of the roll.

After the expiration of one year these rolls may be destroyed.

II.—MUNICIPAL POLICE.

9. It is very desirable to bring all organized bodies of police, so far as is practicable, under the same clothing rules. Where, therefore, the police receive the same rate of clothing allowance as is given to the imperial force, the same rules precisely must be held to apply.

All bodies of police to be under the same clothing rules, if practicable.

10. Where the pay is equal to or more than that given to the imperial police, but the clothing allowances are only Rs. 3-8 for a sergeant and Rs. 3-4 for a constable, the difference between these sums and Rs. 5, the Government allowance, must be recovered from the men and credited to the fund, and the clothing rules of the imperial force applied to them.

Thus, a sergeant must pay Rs. 1-8-0 and a constable Rs. 1-12-0 a year to the clothing fund.

11. Municipal police, therefore, will, as regards clothing, be treated as being one force with the imperial police, and the imperial police rules will apply. Recruits will enter under the same deductions, and men will, on leaving the service, be able to claim the 16 Rs. under same conditions.

Municipal police drawing only Rs. 5 a month and getting an annual clothing allowance of Rs. 3-8 or 3-4 to get clothing only as required

12. For all police, the majority of whose pay is Rs. 5 and under and whose clothing allowance is but Rs. 3-8 per sergeant and Rs. 3-4 per constable, clothing must be supplied as required, and only to the extent that these rates will permit.

Suchmen not to be subjected to cuttings except when necessitated by their own fault.

13. The pay of these men being barely enough to support life, must not be subject to deductions for clothing, except in cases where the clothing supplied has been injured wilfully or by neglect.

The clothing given to these men to be considered Government property.

14. This clothing supplied is not the property of the men: it must be surrendered on leaving the force in such a state as to show that only fair wear has been taken out of it.

15. An incomplete or unduly depreciated kit must be made good by the man surrendering it, to such extent as the District Superintendent may consider necessary.

RECORDS.

16. All receipts and disbursements must be shown in the District Superintendent's office cash book, and its sub-head C. as ordered in paragraph 8.

17. For all municipal police under the same clothing rules as the imperial police, the stock accounts will be included in the stock accounts of the district. Separate stock accounts will not be kept for them.

18. For all police of towns where the clothing allowances are but Rs. 3-8 and Rs. 3-4, and the majority of the salaries Rs. 5 and under, clothing only being supplied when required, must be purchased and disbursed, and no clothing of any kind kept in stock for them.

Clothing for ill-paid town police to be purchased and issued as required.

APPENDIX.

A. FORM OF CONTRACT.

For the use of police officers entering into contracts for the supply of clothing, accoutrements, &c., the accompany draft agreement which has been prepared by the Government Advocate is given.

2. An outside sum should be entered by way of damages to cover any loss which might ensue on default by the contractor.

DRAFT AGREEMENT.

These articles of agreement made and entered into on the day of 187 between the District Superintendent of Police of the one part, and A. B. of of the other part.

Witness that, in consideration of the stipulations hereafter contained and by the said District Superintendent and the said A. B. respectively to be observed and performed.

The said A. B. hereby undertakes to make up and deliver [*specification, number and description of articles*].

2. That all the said articles shall be made equal in quality to and similar in color [trimmings*] and size to a sealed muster pattern now deposited with C. D. at and shall be made and finished in a workman-like manner to the satisfaction of the District Superintendent of Police.

3. That of the whole number of articles agreed to be made up and delivered [*so many*] will be delivered within days and the remainder within days of the date of this agreement.

4. That all deliveries shall be made at the office of the District Superintendent of Police at between the hours of 10 A. M. and 4 P. M. on working days only.

5. That every article shall be made and finished in all respects to the entire satisfaction of the District Superintendent of Police, and he shall be at liberty to reject any article if he does not approve, and such rejection shall be final and conclusive.

6. That the District Superintendent of Police shall give a written receipt, signed by him, within days of delivery, exhibiting the number of articles delivered and the numbers accepted and rejected, and such receipt shall be conclusive evidence of the acceptance and rejection of the number of articles specified as accepted and rejected.

7. That all articles thus rejected shall be taken back and removed by the said A. B., and nothing shall become due to or recoverable by the said A. B., in respect of any article so rejected.

8. That all articles thus accepted shall be paid for by the District Superintendent of Police at the rate of Rs. for each article, within six days after and exclusive of the date of such acceptance.

9. And it is hereby lastly agreed that if and so often as the said A. B. shall make default in the due performance of any one or more of the stipulations hereinbefore contained and by him to be performed and observed, then, and in any such case, the District Superintendent of Police shall be at liberty to assess the amount, not exceeding Rs. that shall represent the damages arising from any such default on the part of the said A. B., and the assessment of the District Superintendent of Police shall be final and conclusive as to the amount of such damages. Such amount shall thereupon become payable by the said A. B. to the District Superintendent of Police. And the District Superintendent of Police shall be at liberty to deduct and retain any amount so assessed from any sums of money that may be or may become due and payable, at or after the time of such failure, to the said A. B., by the District Superintendent of Police, whether by virtue of this agreement or otherwise.

[*Additional clauses in a contract when advances are to be made.*]

10. And in order to assist the said A. B. towards the due performance of his undertaking, it is hereby further agreed that the District Superintendent of Police shall advance to the said A. B. such sums of money, not exceeding the sum of Rs. at any one time as the said A. B. shall from time to time in writing require as advances, to be applied by the said A. B. to the purposes of this contract, and not otherwise.

11. Provided that, the District Superintendent of Police shall not be required nor be bound to make any such advance unless and until the said A. B. shall have given security, approved by the District Superintendent of Police, to the amount of Rs. for the due performance of his contract and the proper application of such advances.

12. Provided also that, the District Superintendent of Police shall not be required, nor be bound, to make a second or further advance unless and until it shall have been shown to his satisfaction by the said A. B. that every previous advance has been properly applied by the said A. B. for the purposes of this contract, and not otherwise.

13. And the said A. B. hereby agrees that he will give such security as aforesaid, and that he will apply every such advance to the purposes of this contract, and not otherwise.

Note by Government Advocate-

STAMP.—With regard to the stamp, if the material is supplied by the contractor, the agreement is exempt from duty under clause 8 of Act XVIII of 1859. If he is only to do work and labor on materials supplied to him, it requires an eight-anna stamp as a simple agreement.

As to the security bond, the form of this must depend upon the kind of security agreed upon. This may be either an ordinary bond, with one or more sureties, or deposit of money or Government promissory notes, or a mortgage.

* Insert this word for clothing contracts only.

ENGLISH RECORDS.

BOOKS.

No. 1.—CASH ACCOUNT.

This is sub-head C of the District Superintendent's Office Cash Book.

(Vide Para 8 of Circular.)

POLICE DEPARTMENT.				No. II.				DISTRICT.			
DR.				Account showing the Cost of making up Clothing supplied to the Police Force.				DR.			
Date.	DESCRIPTION.	Total of each.	Total.	Date.	DESCRIPTION.	Total of each.	Total.	Total of each.	Total.		
1864.	SUMMER BLOUSES.			1864.	SUMMER BLOUSES.						
July 1st	900 yards of American drill bought from Messrs, G. Smith and Co., Calcutta, @ 7 annas a yard ...	Rs. A. P. 393 12 0	Rs. A. P.	July 5th	Transferred to debit of Stock Account, 300 blouses marked (ب) at 1-14-7 each ...	Rs. A. P. 573 7 0	Rs. A. P.	Rs. A. P.	Rs. A. P.		
" 2nd	Ram Lal, for dyeing 900 yards @ 4 pie a yard ...	18 12 0			Deduct profit to the Fund caused by the sum not dividing in even pie ...	1 9 0	571 14 0				
" "	Ganesh Das, for 600 yards scarlet braid, @ 3 pie a yard. ...	9 6 0									
" 5th	Bihari Lal, contractor, for making up 300 blouses. ...	150 0 0	571 14 0								

POLICE DEPARTMENT.

No. III.

DISTRICT.

Stock Account of new articles received and issued.

BLOUSES.

1		2	3	4	5	6
Classification of Entries.		For what force received or issued.	Years of issue to which belonging, and the number.			REMARKS.
A.—Receipts. B.—Issues. C.—Balances.			1872.	1873.	1874.	
...	C.	Balance on 31st December 1873.	100	50	...	
A.	...	Received on 1st February 1874	1,200	
...	C.	Balance	100	50	1,200	
...	B.	Issued on 26th February 1874	...	20	960	
...	C.	Balance on 1st March 1874	100	30	240	
...	B.	Issued on 3rd March 1874	100	
...	C.	Balance on 3rd March 1874	...	30	240	These were sold by auction, being old and condemned.

EXPLANATION.—On 31st December 1873 there remained in stock 100 blouses of the 1872 issue, and 50 of the 1873 issue. After receipts and issues at various times there remained on 3rd March 1874 on hand 30 of the 1873 issue and 240 of the 1874 issue.

(Form referred to in para 8.)

RETURNS.

No. IV.

POLICE DEPARTMENT.

DISTRICT.

CR.

Abstract Statement showing the Cash transactions of the Clothing Fund during the Financial year 187 — 7 .

1	2	3		4		5	6		7		8	
Date.	RECEIPTS.	Amount.		Total.		Date.	DISBURSEMENTS.		Amount.		Total.	
		Rs.	A. P.	Rs.	A. P.		Rs.	A. P.	Rs.	A. P.		
1873.	Balance on 1st April 1873	...				1873.						
	Allowance for clothing of— The Imperial Police @ Rs. 5	...										
	Rs. As. P.											
	{ Town of A. ...	00	0 0									
	" of B. ...	00	0 0									
	Municipal Police. {	00	0 000	0 0								
	" of C. ...	00	0 000	0 0								
	Received from Recruits	...		0 0 0								
	" Mounted Branch for clothing	...		0 0 0								
	" Foot Branch for extra kit to	...		0 0 0								
	" replace deficiencies on leav-	...										
	ing force and surrendering	...		0 0 0								
	kit	...										
	" Foot Branch for extra kit to	...										
	replace deficiencies caused	...		0 0 0000	0 0							
	by negligence	...										
	GRAND TOTAL, Rs.	...		000	0 0							
	GRAND TOTAL, Rs.											

(Form referred to in para 8.)

No. VII.

Stock Account of Receipts and Issues of New Clothing.

This is to be in exactly the same form as No. III of the English Books.

(See para 8 of Circular.)

POLICE DEPARTMENT.				No. VIII.												DISTRICT,						
RECRUITS.— <i>Clothing Deduction Account.</i>																						
Constabulary No.	2	3	4	DEDUCTIONS.														6	7			
				DATE OF ENLISTMENT.																		
				Name.	Father's name.	Year.	Month.	Date.	1st.	2nd.	3rd.	4th.	5th.	6th.	7th.	8th.	9th.			10th.	11th.	12th.
									2 Rs.	2 Rs.	2 Rs.	2 Rs.	1 Re.	1 Re.	1 Re.	1 Re.	1 Re.			1 Re.	1 Re.	1 Re.
210	Ram Singh	Bhagat Singh	1874.	March.	2nd	April.	May.	June.	July.	Augt.	Sept.	Oct.	Novr.	Decr.	Jan.	Feb.	March	Rs. 16				
321	Fazl Din ...	Qadir Bakhsh	"	May.	10th.	June.	July.	Augt.	Sept.	Oct.	Novr.	Decr.	Jan.	Feb.	March	April.	May.	Rs. 16				

BOOK CIRCULAR No. XXX.

(No. 214.)

Dated 28th January 1874.

DUTIES WITH TROOPS.

British troops marching through British or foreign territory, to be accompanied by a police officer.

Police officer to accompany every separate body of troops on the march.

3. District Superintendents of Police will be most careful that with every Documents to be taken by such officer. body of troops, great or small, an efficient police officer be sent. This police officer must be supplied with a printed vernacular copy of the extract herein given of the Governor General's order, and also with a printed copy in English of the entire letter (given in appendix): each copy to be pasted on a board.

The vernacular is for his own guidance. The English copy he must present for perusal to the officer commanding the detachment immediately on joining the camp.

4. All police officers along the line of march must be enjoined to give the Police officers along line of march to assist as far as possible the police officer in charge of camp. utmost possible assistance to the police officer in charge of a camp, and at each encamping-ground the orders in paras 190-205 of Book Circular XII (GUARDS AND ESCORTS) must be most scrupulously carried out.

5. Deputy Inspectors-General are desired to see that the orders of Government are carried out most thoroughly; and, if occasion requires, the District Superintendent, or his assistant, may be deputed with the troops.

6. The reporting "neglect or misconduct on the part of subordinate local officers" must be done in a becoming manner, rigidly adhering to a simple statement of facts, without comment of any sort, and must be sent to the District Superintendent. Reports of neglect or misconduct on part of local officers. This officer will communicate to the magistrate, personally if possible, or by a letter in English, all points affecting subordinates attached to the judicial or revenue departments. It would be very objectionable that such reports should be sent to the magistrate through the medium of a vernacular clerk.

The term "subordinate local officer" is not to be understood as applying to tahsildars, who are in fact magistrates.

Officers in charge of camps to be relieved at sadr stations only. 7. Police officers in charge of camps are to be relieved only at sadr stations, and not at intermediate places.

Notice of movement of troops to be given to District Superintendent, Police. 8. Notice should be given to District Superintendents, to enable them to depute a police officer to accompany the camps of troops marching.

9. The rule prescribed in Book Circular No. XII (GUARDS AND ESCORTS), on the subject of sending intimation to the next District Superintendent, who is to provide a relief, is to be observed in respect of the special police officers deputed to do duty with camps. Intimation of relief.

Extract from a letter No. 3,822, dated 24th December 1864, from the Secretary to Government, Panjab, to the Quartermaster-General of the Army.

A week's prior notice of the intended march of a regiment or detachment should be sent to the District Superintendent of Police of the district in which the special police officer is required for such regiment or detachment, accompanied by a copy of the route showing probable date of arrival of the corps at the several stations on its line of march. This information would enable the police authorities to provide a competent official at the starting point and to arrange for his relief.

Extract from a Circular Memo. No. 5,126, dated 7th February 1865, from the Quartermaster-General, Calcutta, to the officers commanding Peshawar, Lahore, Sirhind and Meerut divisions.

The officers commanding the Peshawar, Lahore, Sirhind and Meerut divisions, are desired to give effect to the request of His Honor the Lieutenant-Governor of the Panjab.

10. It is the duty of the police not only to depute a superior officer when available with all bodies of troops, but to take precautions —“that proper arrangements be always made for the protection of the camp by night.”

Camps of troops to be protected at night.

No. 265, dated 3rd May 1870.

*From—The Secretary to Government of India, Home Department,
To—The Secretary to Government of the North-Western Provinces.*

I am directed to acknowledge the receipt of your letters noted in the margin, submitting information called for regarding the murder of a European Artilleryman at Bewur, in the Mynpoory district.

2. In reply, I am directed to observe that, in the opinion of the Governor-General in Council, the occurrence was in a great measure owing to the neglect of the precautions noted by the Officiating Deputy Inspector-General of Police in paragraph 3 of his letter No. 260 A, dated the 21st of February last, and I am to request that His Honor the Lieutenant-Governor will issue such orders as to ensure that henceforth these precautions shall always be observed, namely, that a body of troops on the march be always accompanied by a superior officer of police, and that proper arrangements be always made for the protection of the camp by night.

11. District Superintendents of Police will apply to Deputy Commissioners for the necessary number of chaukidars to carry out the orders of Government on the occasion of the passage of troops through a district.

Village chaukidars to be employed to guard military camps.

APPENDIX.

Circular No. 153 of 16th May 1864.

*From—The Secretary to the Government of India, Foreign Department,
To—The Secretary to Government, Panjab.*

A late event has brought to the attention of the Viceroy and Governor-General in Council that cases sometimes occur in which British officers, notwithstanding the stringent orders of Government to the contrary, have been tempted to take at times the law into their own hands, and to maltreat natives; sometimes, as in the case adverted to, where there may be reasonable grounds of complaint; at other times it has been for trifling causes; occasionally for no reason at all. The consequences of such illegal and violent acts are, not only that injustice and hardship are inflicted on individuals, but that the character of the Government itself suffers from the tyrannical and oppressive behavior of its own officers.

2. Conduct of a kind so objectionable will not fail to subject those who deliberately violate the orders of Government to adequate penalties. But, though provocation can in no wise excuse the neglect or contempt of the reiterated orders of Government on this important subject, yet the Governor-General in Council is desirous to prevent, as far as possible, the occurrence of any just cause of irritation to British officers marching detachments through our own territories or those of native states,

3. To insure this object there should always be some one present to whom the commanding officer can apply for redress ; to whom he can look for prompt attention when robberies have occurred, or injuries have been inflicted ; and from whom he may expect that every effort will be timely made to recover stolen property, to capture, and, without delay, to bring to justice offenders and to bring to notice any neglect or misconduct on the part of subordinate local officers.

4. With this view whenever troops are to march in British territories they should be accompanied by a police officer deputed by the magistrate of the district. The regular relief of the police officers, as troops in march cross the boundaries of districts, is a point of detail which should in future be as carefully provided for as the preparation of supplies in the several districts.

5. In native states the political officers of the British Government must understand it to be one of their duties to provide that, whenever British troops are to traverse the territories of native princes, their darbars are to depute intelligent and experienced officials of their own to accompany the British detachments, and to remain in attendance until the troops cross the boundary and enter other territory. The Governor-General is aware that this is frequently practised when any considerable body of troops is to traverse a native state ; but it is not sufficient thus to restrict the system to large bodies of troops ; for the occurrence of robberies and of causes of misunderstanding are more likely to occur with small than with large masses of troops, who ordinarily have with them an experienced staff, and are usually accompanied by darbar vakils of rank and authority. The system must be worked out as carefully with small as with large bodies, and with especial care whenever the small detachment is composed of European troops.

6. The Governor-General in Council is of opinion that when such a system shall be adequately established the occasions should be rare when misunderstandings could arise, and it should prevent the occurrences which often are a source of much irritation to commanding officers. Native states would be relieved from many difficult references and claims, whilst commanding officers, having at hand a responsible person to whom at once to apply, would be better able to pay attention to the precise instructions laid down for their guidance in para. 2. section 47* of the Military Regulations of the Army : according to which all officers marching are "enjoined to bear in mind the serious responsibility that will attach to them for any abuse of authority, or exertion of illegal power ; they will, therefore, invariably report to the civil authorities any instance of neglect or inattention on the part of the native police or other subordinates of the civil power, but by no means interfere with them in the exercise of their duty, or use any authority whatever over them ; and in the event of any detriment or delay arising to the public service, or of any well-founded cause of complaint existing, they are to represent the same to the Commander-in-Chief through the regular channel."

MEMORANDUM.

The following orders are superseded :—

Circular No. 11 of 1864.

Circular Memo. No. 3,267 of 1864.

" No. 6 of 1865.

" No. 13 of "

" No. 15 of 1870.

" No. 58 of 1871.

BOOK CIRCULAR No. XXXI.

(No. 215.)

Dated 28th January 1874.

DISCHARGES.

1. Native officers of the constabulary, who, when members of the late Military police, could not be removed from the service without the sanction of Government, have the same privilege still ; and, therefore, when the removal from the service of such officers is recommended, their cases must be submitted to the Inspector-General of Police for the orders of Government.

No. 1,316, of 15th June 1866.

FROM—The Secretary to Government, Panjab, Military Department,

TO—The Inspector-General of Police, Panjab.

Under the circumstances represented in his No. 1,284, of 15th ultimo, states that in future the dismissal of commissioned officers of the old police should be submitted to this office for sanction.

Such officers not liable to prosecution without orders of Government.

2. The above ruling entitles all such officers to the protection of section 466 of the Criminal Procedure Code.

Dismissals of men holding *Order of Merit* for offences not involving moral turpitude, to be reported for orders of Government.

3. The subjoined extract from the Military Regulations (1873) prescribing that the cases of men holding the *ORDER OF MERIT* are to be submitted to Government, when such persons are dismissed the service for offences not involving moral turpitude, is republished.

Military Regulations 1873 [para 2,680]—Whenever a native officer, or soldier, a member of the *Order of Merit*, is dismissed the service, whether by court martial or summarily, for an offence not involving moral turpitude, a special report of the case shall be made by the officer commanding the corps to the Adjutant-General for submission to the Commander-in-Chief and eventual transmission to Government.

Dismissals of police officers holding *Order of Merit* to be reported to Ins.-Genl.

4. The above order applies to all members of the *Order of Merit* now in the constabulary, and the report required must be submitted through the Inspector-General of Police.

5. The subjoined

Dismissal certificates to show correct reasons for dismissal.

notification by Government directs that if certificates of dismissal are granted by officers they must show the true reasons why the parties have resigned or been removed from employ.

HOME DEPARTMENT.

No. 3,204.

Dated 19th October 1873.

As there is reason to believe that the orders of this department, dated the 15th June 1869, warning public officers to be careful in granting certificates to their subordinates, are not generally known or acted upon, those orders are here below republished for general information, and all officers of Government are required carefully to observe them :—

Circular to local Governments and Administrations, dated the 15th June 1869.

The Governor-General in Council has recently had under consideration a case in which a public officer, the head of a department, in granting a certificate to one of his subordinates, suppressed the true reason for which the subordinate had been removed from his appointment. Such an omission may obviously be injurious to the interests of the public service. I am therefore directed to draw attention to the subject, and to request the issue of orders to all police officers, warning them to be careful, in giving certificates to their subordinates, to state the whole truth in respect of character and cause of dismissal or resignation of appointment.

MEMORANDUM.

The following orders are superseded :—

Circular No. 13 of 1861.

Memo No. 4,203 of 14th December 1865.

No. 1,630 of 22nd June 1866.

Circular Memo No. 2,959 of 1869.

Circular No. 42 of 1873.

BOOK CIRCULAR No. XXXII.

(No. 221).

Dated 29th January 1874.

CHANDA.

All below Deputy Inspector to subscribe.

2. The rate is one
Rate of subscription.

Chanda deductions from
grades above Deputy Inspector optional.

4. A mounted sergeant promoted to be a Deputy Inspector may, if he wish, cease to be a subscriber; but his previous subscriptions may then lapse to the fund.

Horses to be passed and approved of by Dist. Suplt. Police before being brought on Chanda.

Composition of Chanda Committee.

7. On a horse dying or being cast, the owner will be allowed one month to remount himself, drawing his full pay; at the expiration of that period, if not remounted, his horse allowance will be paid to the Chanda fund.

8. On the death of a horse or on his being cast, the owner will be entitled to a maximum sum of Rs. 100, provided the remount costs at least Rs. 120.

In the event of a lower price being paid for the remount he will receive the amount less 20 rupees; so that the owner may pay more but cannot in any case pay less than Rs. 20, towards the cost of the remount, whilst the fund cannot pay more and may pay less than Rs. 100.

9. If, in the opinion of the Chanda Committee, a horse has been cast owing to ill-treatment or neglect on the part of the owner, it will be for the Committee to decide how much of the usual amount of Chanda the owner may receive.

10. The horse allowance of all subscribers, who by neglect or ill-treatment render their horses unfit for service, shall be paid to the Chanda fund for such period as District Superintendent of Police may order, with the view to the animals being properly fed and treated until they are again in good condition and fit for work.

Horses sold and all foals, and their value, are the property of the fund.

1. All grades below the rank of Deputy Inspector drawing horse allowance must subscribe to the fund.

rupee *per mensem* for each subscriber; but, with the written sanction of the Deputy Inspector General, this rate may be increased under special circumstances.

3. Deductions for Chanda from and above the grade of Deputy Inspector to be optional with the officers.

5. No horse shall be accepted and brought on the fund until passed by a Chanda Committee and approved by District Superintendent of Police.

6. The Chanda Committee shall ordinarily be composed of the three senior subscribers to the fund present.

to remount himself, drawing his full pay; at the expiration of that period, if not remounted, his horse allowance will be paid to the Chanda fund.

entitled to a maximum sum of Rs. 100, provided the remount costs at least Rs. 120.

he will receive the amount less 20 rupees; so that the owner may pay more but cannot in any case pay less than Rs. 20, towards the cost of the remount, whilst the fund cannot pay more and may pay less than Rs. 100.

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shall be paid to the Chanda fund for such period as District Superintendent of Police may order, with the view to the animals being properly fed and treated until they are again in good condition and fit for work.

11. All horses sold and all foals are the property of the fund; and the sale proceeds must be paid to it.

In cases of transfers between men of different districts volunteers to be called for.

In transfers men will take with them their horses and the amount of the subscription they have paid.

Men discharged, dismissed or resigning may take their horses but not their subscriptions.

This rule is applicable to the heirs of deceased subscribers.

Heir of subscriber who died before he could replace a horse that died or was cast, entitled to Chanda of Rs. 100.

If there are no heirs horse and subscriptions lapse.

12. When transfers are necessary between men of different districts who are subscribers to the fund, volunteers should invariably be first called for.

13. When transfers or exchanges between subscribers of different districts are either ordered or permitted, each man will take to the district he joins his horse, and the amount of Chanda he has paid on that horse.

14. A subscriber on being discharged, dismissed, or on resigning may take his horse with him, but will not receive back any subscriptions paid on that horse.

15. The heir of a deceased subscriber is entitled to the deceased's Chanda of Rs. 100, if the deceased's horse died or was cast and the deceased died before he could replace it.

16. If there are no heirs the horses and Chanda lapse to the fund.

MEMORANDUM.

The following orders are superseded :—

Circular 90 of 1861.

" 4 of 1864.

" 29 of 1869.

BOOK CIRCULAR No. XXXIII.

(No. 222.)

Dated 29th January 1874.

PROCEDURE.

I.—REGISTRY OF COMPLAINTS.

Registry of complaints at police stations.

1. For the registering at police stations of complaints of cognizable and non-cognizable offences, the law provides as follows :—

Crim. Pro. Code, Section 112.—Every complaint preferred to an officer in charge of a police station shall be reduced into writing, and shall be signed, sealed, or marked by the person making it, and the substance thereof shall be entered in a book to be kept by such officer in the form prescribed by the Local Government.

Section 113.—If a complaint is preferred to an officer in charge of a police station of the commission, within his local jurisdiction, of an offence which is not cognizable by the police, the police officer shall enter the complaint in the station diary, and shall refer the complainant to the Magistrate.

Act V of 1861, Section 44.—It shall be the duty of every officer in charge of a police station to keep a general diary, in such form as shall from time to time be prescribed by the Local Government, and to record therein all complaints and charges preferred, the names of all persons arrested, the names of the complainants, the offences charged against them, the weapons or property that shall have been taken from their possession or otherwise, and the names of the witnesses who shall have been examined.

The Magistrate of the district shall be at liberty to call for and inspect such diary.

2. It may be doubted whether the term *every complaint*, in Sec. 112, means every complaint of a non-cognizable as well as of a cognizable offence, but the wording implies it, and Sec. 44 of Act V of 1861 as distinctly and without reservation orders all complaints and charges to be entered in the station diary.

All offences to be registered, whether cognizable or not.

3. The entry in the diary must, by Sec. 44 of Act V, also apparently be made of all charges of offences preferred at the station, not only whether the said offences are cognizable or non-cognizable, but wherever they may have been committed.

All offences reported to be recorded in the diary wherever committed.

Sec. 113 Crim. Pro. Code specially prescribes the entry in the diary of non-cognizable cases occurring within the local jurisdiction of the station, but it does not give any authority for excluding the entry of non-cognizable offences which are preferred at the station but have occurred beyond its limits.

Apparently, therefore, the law, whatever may have been intended, does not allow the police to refuse to record the charge of any offence preferred at a police station, whether it be cognizable or non-cognizable; whether reported to have been committed within or without the limits of the station or district.

II.—CHARGE SHEET.

4. *The charge sheet*:—Sec. 127 of the Crim. Pro. Code prescribes:—

The investigation shall be completed without unnecessary delay, and as soon as it is completed, the police officer making the same shall forward to the Magistrate having jurisdiction a report in the form prescribed by the local Government, setting forth the names of the parties, the nature of the complaint, and the names of the persons who appear to be acquainted with the circumstances of the case, and shall also send to such Magistrate any weapon or article which it may be necessary to produce before him.

The charge sheet.

Report of police officer.

The police officer shall state whether the accused person has been forwarded in custody, or has been released on bail or on his own recognizance.

If the accused person be detained in custody, the police officer shall state the fact and the cause of his detention.

5. The attention of officers is directed to secs. 452 to 460, both inclusive, of Chap. 33 of the Crim. Pro. Code, on the subject of “joinder of charges.”

Joinder of charges.

Charge sheet to accompany prisoner sent for trial.

6. When a prisoner is arrested and has to be forwarded to the Magistrate having jurisdiction, a charge sheet must be sent with him in the form given as No. I in Appendix.

With every prisoner a charge sheet must be sent, whether the case is complete or incomplete.

Road Certificate,—This, and a road certificate (form No. II of Appendix)

Road Certificate.

and recognizances of complainants and witnesses, will be the only papers sent with a prisoner.

No petitions, &c., should be necessary.

When an incomplete charge sheet is sent, a copy to be retained for guidance of police sending in the prisoner.

7. When a prisoner is sent with an incomplete charge sheet, the police officer sending the prisoner will take the next blank charge sheet, and will copy into it so much as is contained in the charge sheet sent with the prisoner.

This will be useful to him as a guide to what he has already done; and he will carry on the case by the prescribed case diaries.

8. When his inquiry is finished the police officer will send this last completed charge sheet to the District Superintendent Police, who will receive it as the charge sheet to be sent with the prisoner to the Magistrate.

A final charge sheet to be submitted when case is completed.

9. The District Superintendent Police, when receiving the first incomplete charge sheet, will fill up the column asking for *remand*, and on it obtain the Magistrate's orders.

10. On receipt of the complete charge sheet the District Superintendent of Police will detach the *remand* portion from the incomplete charge sheet, destroy the latter, and attaching the former will submit it with the complete charge sheet.

11. The object of the first charge sheet is, that the Magistrate may see in a convenient form the exact present state of the case when the prisoner arrives and on which the *remand* is requested.

It is moreover a more suitable mode of procedure than sending in the prisoner with a petition or statement, and is more likely to be complete than any such statement.

Again, to save copying in the *sadr* office, it is better not to complete the first charge sheet in that office, but to let the last charge sheet be the complete one to be sent, *in original*, to the Magistrate.

This also will tend to make the rural police careful in sending up their charge sheets, and prevent them trusting to the *Sadr* office to correct them.

12. *Charge Sheet Slip*.—A *slip*, as per form III of Appendix, will be attached to each charge sheet. In every case, no matter where tried, the Magistrate, after passing final orders in the case, will cause the *slip* to be filled in and sent to the District Superintendent.

Slips to be attached to charge sheets.
Form prescribed.

13. The result of a case will be communicated to the police officer in charge of the station whence the case was sent for trial, by simply sending him, in original, the slip thus received from the Magistrate.

Result of case how to be communicated to officer in charge of station.

14. The police officer receiving it will, from it, complete or correct the charge register of the case, entering on the back of the register the information required and returning it to the District Superintendent of Police, who will file it with the charge register to which it refers.

Station officer to complete his record of the case.

15. The following remarks by the Judicial Commissioner on the subject of persons discharged by the Magistrate, will be useful.

Discharges by Magistrate.

The question put was—Ought a discharge by the Magistrate to tell against the police as an acquittal.—*i. e.* is it to be generally supposed that if the police had produced sufficient evidence the defendant would not be discharged? The Judicial Commissioner ruled as follows:—

A discharge under Fees. 153-160. of the Proc. Code (125-132 of *Revised Code*) would not ordinarily tell against the police so unfavorably as an acquittal. On the other hand, Sec. 117. (Sec. 137) shows that the police are required to exercise discretion in apprehending accused

persons. A large number of discharges would evince want of discretion on the part of the police in arresting persons. It behoves the superior police officers, District Superintendents in particular, to check this, and if it goes far they must be held responsible.

A large number of acquittals argues a want of discrimination of the value of evidence, on the part of the superior officers. A *chalan* should not pass them unless they are of opinion that the evidence is sufficient for conviction. It would be better to apply at once to the Magistrate for a discharge on the grounds of insufficiency of evidence.

III.—CUSTODY OF PROPERTY.

Custody of property.

16. The following rules for the guidance of the police, in respect of the custody of property, must be most carefully observed.

Circular V of 1867, issued by the Chief Court of the Panjab, is reprinted for convenience of reference after para 32.

17. The police in the course of duty take charge of property under two classes of circumstances. First, in connection with cases they may be investigating (*sec. 415 of the Crim. Pro. Code*); and, secondly, as being unclaimed (*sec. 25 of Act V of 1861*).

I. Property connected with cases.

18. Property, other than cattle, seized by the police in the investigation of offences must, if possible, be labelled and marked with the names of the parties from whom it was taken. An abstract list of such property must be made in the charge register and station diary,—a full and accurate description being at once entered in the police station book—(No. VI) Miscellaneous.

19. A case diary, containing full particulars of such property and forming one of the series of reports in the case, will be submitted by the next opportunity to the District Superintendent of Police.

The number and date of the charge register of the case must be inserted in the labels attached to each article in custody.

20. The Court Inspector will, on the arrival of a case from a police station, check the property sent in with the detail given in the road certificate. If correct, he will receipt the road certificate and return it to the station officer. If not correct, he will note on it the deficiency.

21. On the case being sent for trial, all property taken in connection with it will be sent with and mentioned in the charge sheet. The road certificate likewise contains an abstract list of the property: this must be receipted by the Court Inspector, and returned to the officer in charge of the police station as a voucher.

22. In untraced cases and cases in which property is seized on suspicion, the orders of the Magistrate of the district will be asked for by the submission of a case diary, as above, and the police will be guided by his instructions. Ordinarily he should be requested to allow the property to remain a short time at the police station to facilitate recognition.

23. Each day, when the courts close, all property belonging to cases under trial is to be brought to the Court Inspector, who is personally to satisfy himself in respect to each article, and to lock all of them up after noting them in Book No. 1.

Each day, when the courts open, the Court Inspector should personally unlock the box containing the property required for the day, and deliver it over to the Assistant Court Inspectors concerned. He should then re-lock the box, which is only to be opened in his presence.

24. Articles produced before committing magistrates, which are required in evidence at sessions trials, should be enclosed in a parcel in presence of the magistrate, closed, and sealed with the seal of the Court. The parcel is then to be made over to the Court Inspector, who will be held responsible for producing it with the seals intact before the Sessions Judge.

25. When the property seized by the police in ordinary cases consists of cattle, the particulars should not be entered in the small return on the reverse of the station diary, as the entries in the form simply relate to animals caught trespassing or straying, for which a fine is recoverable under Act I of 1871 (*Cattle Trespass Act*), or Act 18 of 1854 (*Railway Act*), and its use is to check the pound accounts.

26. As soon as possible after the seizure of animals, in ordinary cases, a brief entry of the number and description should be made as a report in body of the diary.

27. It is unnecessary to devote an entire case diary to these descriptive lists of property, which will generally be entered at the end of the usual narratives of police action in a case.

28. When sending in property to the sadr, a bill for portorage of goods, shepherd's wages, expenses of feed, and cost of driving in animals from a distance, should accompany.

II.—Unclaimed property.

29. *Unclaimed property other than cattle.*—An inventory of all unclaimed property taken possession of by the police must be made out, as soon after it is taken as possible, in the Book No. VI (*Miscellaneous*), and a copy forwarded to the District Superintendent of Police to obtain the orders of the Magistrate of the district, who would usually allow it to remain a reasonable time at the police station for the convenience of claimants.

30. Each article to be labelled and numbered with a reference to the report just mentioned. District Superintendents will be responsible that orders are obtained for the disposal of property, and that no undue accumulation is allowed at police stations. If hired labor is needed to transport goods from rural stations to the sadr office, the judicial officer should be billed for it.

Unclaimed cattle will be dealt with under the provisions of Act I of 1871, or XVIII of 1854, as the case may be.

31. Court Inspectors will, under the orders of the Chief Court, have the custody of property connected with cases till the final orders are passed.

32. Special sentries are not to be furnished for the magisterial málkhánas. If secure doors and locks are provided, it should be sufficient for the sergeant who relieves the sentries on the treasury every two hours, to examine the doors and locks of the málkhána on each visit made with the reliefs.

Chief Court Book Circular No. V, dated Lahore, 19th February 1867.

THE Chief Court are pleased to issue the following instructions for the guidance of Magistrates in regard to the custody of property sent in by the police.

2. This property is usually of three kinds:—

I.—Articles transmitted to the Magistrate, under sec. 127 of the Code of Crim. Pro. with the police report in cases sent up for trial.

II.—Property seized by the police as stolen property, and ordered by the Magistrate, under sec. 415 of the Code of Crim. Pro. to be forwarded to head-quarters.

III.—Property taken charge of by the police under sec. 25 of Act V of 1861, and ordered by the Magistrate to be forwarded to head-quarters.

3. With regard to property of the first kind, the police department will retain charge of it pending the disposal of the case. When the case is decided, the property, if not returned to the owner, will be made over to the Názir for safe custody.

4. Property of the second kind, when sent in to head-quarters, will remain in the custody of the police until the Magistrate make an order for the issue of a proclamation under sec. 416 of the Crim. Pro. Code, when it should be transferred to the custody of the Názir.

5. Property of the third kind should, on arrival at head-quarters, be made over at once to the Názir by the police department.

6. In any case where the property consists of bullion, coin, or jewels, and is of great value, say above one thousand rupees, it should, instead of being made over, under the preceding rules, to the Názir, be made over to the Treasurer,—the bullion at its estimated value in cash, the coin as a regular deposit, and the jewels as an extraordinary deposit, which need not be entered in the ordinary register, but in a special register. This register should be countersigned every month by the Deputy Commissioner.

7. Until the property is, under the preceding rules, made over to the Názir or the Treasurer, the police department will continue responsible for its safe custody. When so made over, the responsibility for its safe custody will rest with the Názir or Treasurer, as the case may be.

8. The Názir should be provided with a strong box, or málkhána, for the custody of all property made over to him, including bullion, coin, or jewels of less value than one thousand rupees. This strong box, or málkhána, will be guarded by the police, with the Government property, either in the kacheri or treasury as may be arranged by the Magistrate in consultation with the District Superintendent of Police. Every article deposited in the málkhána is to be entered in a register, which should be countersigned every month by the Deputy Commissioner or one of his Assistants; and an inspection of the málkhána and of its contents should be made at least once in every six months by the Magistrate of the district, or one of his Assistants.

IV.—ARRESTS.

When the evidence adduced to the police is insufficient to justify an arrest, the officer in charge of the police station may summons the accused by an order in writing.

34. It must be distinctly explained to officers in charge of police stations that though they can summons an accused person by means of an order in writing, yet, if any force or restraint has to be employed in securing the attendance of such person, he must be regarded as arrested, and the fact reported accordingly.

Time of arrival and departure of witnesses to be noted in diary.

35. In the station diary the hour when each witness arrived and departed has to be noted, and no witness should be unnecessarily delayed.

36. The District Superintendent or Assistant District Superintendent sending up the case for trial, should be careful to see that all orders in writing which have been issued during the enquiry, are filed with the charge sheet, or the absence of any satisfactorily accounted for.

District Superintendent to see that all orders issued in cases sent for trial are attached to charge sheet.

37. When the enquiry is conducted on the spot where the offence occurred in the vicinity of a village, it is probable that all the witnesses will be present, and that no orders in writing will be required.

Written orders probably unnecessary when enquiry is conducted on the spot.

No. 4121, dated 10th October 1867.

From—The Registrar Chief Court Panjáb.

To—The Commissioner Rawal Pindi Division.

I am directed to acknowledge the receipt of your letter No. 1,300 dated 13th June, with its enclosure, regarding the summoning of accused persons as witnesses.

2. With reference to certain remarks in Captain Davies' and also in reply to the concluding para of your letter I am to observe that, if an accused person is detained for a longer period than 12 hours by the police, he should be shown as arrested in the returns. It is clearly stated in Circular No. 20, dated 6th October 1865, of the Sadler Court, quoted in this office letter No. 1937, dated 10th April 1867, that if an accused person is detained at all, he is to be considered as under arrest by the police. Under sec. 118, Crim. Pro. Code, he is summoned for examination merely, and the police officer is bound to examine him like any other witness, as soon after his arrival at the police station as possible. Ordinarily indeed, the examination should be immediate, and the Court can hardly imagine a case in which a delay of the examination for so long a period as 12 hours would be justifiable.

3. Captain Davies appears to be mistaken in saying that, the Magistrate has no check over the proceedings of the police in such cases. The order in writing of the police officer issued under section 118 Crim. Pro. Code, should be filed, and the time of the arrival and departure of the accused, as well as of every other witness examined in the case, should be regularly entered in the police officer's diary, which the Magistrate is entitled to call for and inspect.

4. The Magistrate has ample means of securing the observance of these checks; and if he do so, the abuse of the procedure under discussion should in a great measure be prevented; it ought certainly to be detected if it proceeded to any length.

Circular No. 20, of 6th October 1865, by Sadler Court N. W. Provinces, to all Magistrates.

The Court are pleased to rule, for the guidance of all Magistrates, that persons summoned

Persons summoned by the police, under sec. 118 Crim. Pro. Code, and examined under sec. 119 not to be shown in the returns as "arrested," except under the conditions indicated.

by the police under sec. 118 of the Code of Crim. Pro., and examined under section 119, need not be shown in the returns as "arrested," unless the process described in sec. 177 of the Code be adopted, or unless they be *detained* after such examination in consequence of being suspected of having committed some offence, or of being vagabonds.

2. If on the other hand, they be *detained* or put under restraint of any kind, or if their liberty be in any way interfered with, they must be regarded as arrested: and, if they be ultimately discharged by order of the Magistrate, without being brought before him, they must be shown in the Magistrate's statements Nos. 1 and 2, under the heading "Discharged by the police without being brought before the Magistrate."

Attention drawn to the necessity for using orders in writing, in cases of arrest, search and summons.

38. The particular attention of the police should be drawn to Secs. 94 and 102, (Orders for Arrest)—Secs. 379 and 380, (Orders for Search)—and Sec. 118, (Summonses)—of the Crim. Pro. Code, regarding orders in writing.

39. Forms for these processes are given in the POLICE CATECHISM; and

Supplies of blank forms of orders to be kept.

District Superintendents are enjoined to keep a sufficient supply of printed blank "orders in writing" at each police station, so that the officer in charge has only to fill one in, seal it with the thanah seal and sign it, when occasion requires.

Law to be strictly adhered to.

40. The attention of all Deputy Inspectors must be called to the absolute necessity for a strict adherence to the law.

Care to be taken that the fact of persons being in custody is not kept off the returns,

41. District Superintendents of Police must use their utmost endeavours to put a stop to the practice of keeping accused persons, *per-nigah*, in what is loosely termed open arrest.

Witnesses to be allowed to go as soon as examined. If detained to be considered under arrest.

42. If a person is summoned as a witness, he should be immediately examined and let go. If he is detained against his will, he must be regarded as an arrested person.

Police to use their discretion in receiving into custody persons brought to them in durance.

43. The annexed copy of a letter to the Government Advocate and that officer's reply, regarding the duty of the police in making arrests, will be found useful.

No. 2,531, dated 7th October 1867.

FROM—The Inspector General of Police Panjáb,

To—The Government Advocate, Panjáb.

I have the honor to request your opinion on the following point, which has been recently referred to me, namely :—

Are the police bound to arrest or receive into custody every accused person brought to them under restraint either by village chaudiárs or private persons?

2. I conceive that the police are not warranted in receiving into arrest any person brought to them in durance, unless the parties bringing such accused person clearly make out a reasonable suspicion against him of being concerned in a case cognizable by the police without warrant.

3. An opposite ruling would make the police often abettors of wrongful confinement. It is true that the police can release on bail, but they can only do this in enquiries into cognizable offences. And in cities and cantonments I have known servants to be sent in confinement to the kotwal with a request to keep them a night in the lock-up, for impertinence. Now it can be hardly supposed the police are to take any action other than refuse to receive such cases.

4. Of course it is a very different thing where a man is arrested by private persons at the instance of the police; and, as ruled by the High Court in the case of *Reg. v. Behary Sing and others*, (3 S. W. R. Criminal Ruling, 6,) an arrest under such circumstances would be an arrest by the police.

5. I have lately heard that the sweepers of * * * * * incited by rewards, arrested a number of innocent people on a charge of nuisance: these cases on prosecution broke down. The police themselves (Sec. 34 of Act V. of 1861), are only allowed to arrest in such cases when the offence is committed in their presence; and I conceive the sweepers acted wholly without authority, and that the police should have declined to receive charge of the arrested persons. In cases of felony and other offences in which private persons have a right to arrest offenders, the police would of course receive charge, provided the information laid was sufficient and credible.

No. 193, dated 16th October 1867.

FROM—The Government Advocate, Panjáb,

To—The Inspector General of Police Panjáb.

I have the honor to forward the subjoined opinion, in reply to docket No. 2,531, dated 7th October 1867.

The powers of an officer in charge of a police station in respect of persons brought before him in restraint, by village chaudiárs or private individuals, are defined in the 2nd clause of the * 100th sec. of the Code of Grim. Pro. He may arrest any person against whom a reasonable complaint has been made, or a reasonable suspicion exists of having been concerned in the commission of a cognizable offence. As to what amounts to a reasonable complaint or suspicion, the Court laid down in the *Queen v. Bihary Sing and others* that "it must be at least, founded on some definite fact tending to throw suspicion on the person arrested, and not on mere vague surmises or information." If the police officer to whom a person is brought under restraint, consider that no reasonable suspicion exists, he ought, I conceive, to refuse to participate in an illegal arrest; or he might, on the information being preferred, if he consider that there is no sufficient ground for an inquiry, or that the apprehension of the accused person is unnecessary for the ends of justice, abstain from proceeding in the case, as directed in Sec. 117, or having instituted an inquiry he may release the person on bail under Sec. 125.

* See not to sec. 92, C. P. Act by Newbery.

Sec. 23 of Act V of 1861, seems also to imply, in the words "for whose apprehension sufficient ground exists" that the police are intended to exercise a reasonable discretion in the fulfilment of this part of their duties.

More public nuisance does not justify an arrest without warrant; and, therefore, if it was on this charge alone that the persons at * * * * * were arrested, the proceedings were perfectly irregular, the nuisance not having been committed "within the view of the police" so as to fall under Sec. 34 of the Police Act.

44. Where there is a special provision of the law, as in the Arms Act, XXXI of 1860, Sec. 25, compelling the police to receive charge of persons brought to them in duance and to take them before a Magistrate, the police have no option; but, as a rule, they are bound to exercise their discretion, and to refuse to receive persons into custody when not handed over by Magistrates (Sec. 108, Crim. Pro. Code), if there are no reasonable grounds for supposing that such persons have been concerned in the commission of a cognizable offence.

45. His Honor the Lieutenant Governor is pleased to direct that when members of the native army are arrested by the police for bailable offences, they shall be detained only so long as may be necessary for obtaining satisfactory evidence for their identification.

46. Serious inconvenience is caused by the arrest of Canal officials, when no intimation is given to their superior officers, to enable them to make arrangements for the due discharge of the duties of the apprehended officer.

47. When such a course is practicable, intimation should be sent, prior to the arrest of a Canal official, to the officer's immediate superior. When the delay would cause a failure of justice, or when it is not advisable to adopt the above procedure, (owing to there being no policemen available for taking the message or other sufficient reason) intelligence of the apprehension of a Canal official should be sent to his immediate superior as soon after the taking as possible.

48. A case having occurred in which the police, acting on a request by telegram, made arrests without due cause, District Superintendents are requested to carefully instruct their subordinates that the only sufficient ground on which a police officer may act on a request or order by telegram is the *reasonable suspicion* of a cognizable offence having been committed, as stated in sec. 92 of the Crim. Pro. Code.

Explanation of reasonable suspicion.

49. This reasonable suspicion, it must be explained, should contain some definite fact or facts charged, constituting a cognizable offence.

50. The object to be aimed at is to insure the fullest use of the telegraph to prevent the escape of criminals, and yet the utmost discretion by the police in acting on either requests or orders by telegram to arrest.

Treatment of convicts who escape from Port Blair.

51. Regarding the treatment of convicts who escape from the penal settlement and are re-captured on the mainland, the following are the orders of the Government of India:—

No. 3—300, dated Fort William, 22nd November 1873.

From—The Officiating Under-Secretary to the Govt. of India, Home Department,
To—The Secretary to Government, Panjab.

A case has recently been brought to the notice of the Government of India in which certain life convicts who had escaped from Port Blair, were re-captured in India, and sentenced to local imprisonment for a term of years under sec. 226 of the Penal Code. The imprisonment in his own district or province of a convict under sentence of transportation for life must operate rather as a mitigation than an enhancement of the original punishment; and, as a matter of discipline, it is essential that his re-capture and punishment may be known to other convicts. I am, therefore, directed by His Excellency the Governor-General in Council to request that, unless His Honor sees any legal impediment or executive difficulty, all escaped convicts from the penal settlements when recaptured on the mainland, may be at once sent back to their penal settlement to be dealt with there according to rule, instead of being committed to any Indian court for trial.

52. In securing the arrest of any person, the police must strive to effect their object with the least possible injury to the person arrested. A constable is not justified in using his baton merely because the party in his custody is violent in behaviour or language.

53. In arresting intoxicated persons good temper, tact, and discretion are more particularly needed; and the police are reminded, that the arrest of such persons is not imperative, unless they are disturbing the public peace, or rendering themselves public nuisances.

54. In all cases where arrest is not absolutely imperative, but where it is desirable the offender should be punished, the police, if they know him, should note his name and residence with a view to summoning him when sober before a Magistrate. If his name is not known and his arrest is likely to cause a serious disturbance, he should be watched until he is sober, care being taken to prevent his doing any harm to himself or others; and when he is sober he should be taken into custody.

Deserters from the British Army.

55. The following are the orders issued by the Military Department regarding deserters from Her Majesty's British or Indian Armies [*Military Regulations, 1873.*]

Para 712.—When a soldier deserts, the officer commanding the corps to which he belongs will immediately forward a minute descriptive roll of the man, with all further information in his power, to the civil and police authorities in the neighbourhood, and adopt the most prompt measures, in every other respect, to ensure his apprehension (*para 2,859*).

713. If the deserter be a European, the commanding officer will give the earliest information, by telegram if possible, to the police authorities at Steam Flotilla Stations and large Railway junctions. He will forward descriptive rolls and all available information to the chief police authorities at the several Presidency towns and ports of embarkation; to the Adjutants General at Madras and Bombay, the Brigade Majors at Port William and Kurrachee, and the Commandant Deolallee Depot, for communication to the police; and to the Superintendents of Government Printing, in view to their publication in the *Gazette of India* and the local *Gazettes*. He will also forward a roll to the Staff Officer of the division or district with a report of the steps he has taken.

When the deserter is a native.

714. If the deserter be a native, a descriptive roll is to be forwarded to the civil or political authority of the province to which he belongs.

715. The mode of dealing with a deserter from a British regiment, whether surrendering himself or apprehended in or away from a regiment, is

Course to be adopted on apprehending a deserter from a British Corps.

fully detailed in the paras 429—440 "Queen's Regulations"; the authority necessary in India for a deserter's release from civil custody being that of the General officer commanding the division or district. When, however, a deserter may be apprehended by the civil authorities and the evidence against him is considered sufficient, he should be at once made over to the commanding officer of the nearest military station, in order that he may be dealt with according to law.

56. Under sec. 92 of the Crim. Pro. Code police are authorized to arrest, without warrant, persons whom they may reasonably suspect of being deserters from Her Majesty's British or Indian Armies. In the vast majority of cases, descriptive

Arrest of deserters from the army.

rolls of deserters, whom the military authorities desire to apprehend, are sent to the police as a guide.

57. In the arrest of European deserters, European Inspectors and Deputy

Arrest of European deserters.

Inspectors should be employed, when so doing does not greatly interfere with their more important duties. In all cases in which Europeans are arrested by the native police, a sufficient number should be deputed, so that the individual to be arrested may not be tempted to resist; and the police should be reminded that for all unnecessary violence they will be held strictly responsible. If a sufficient number of police can be spared to render the escort safe and the deserter proceeds quietly, handcuffs need not be used.

58. Deserters, European or native, should be made over to a magistrate, as

Deserters to be made over to magistrate as soon as possible.

soon as possible after arrest, who will pass the necessary orders; and in the case of European deserters, the Magistrate before whom they are brought should be a European.

European deserters arrested to be taken before nearest justice of peace.

59. European deserters on arrest must be brought without delay before the nearest justice of the peace, agreeably to the orders of Government contained in the proceedings subjoined:—

No. 84 Extract from the Proceedings of the Right Hon'ble the Governor-General of India in Council, in the Military Department, under date, Simla, the 7th June 1867.

No. 645, dated Simla, the 20th May 1867, from Colonel H. E. Longden, Adjutant General, to the Secretary to the Government of India, Military Department, Simla.

I am instructed by the Commander-in-Chief to forward, for submission to Government, the

* No. 115 dated 6th instant.

enclosed copy of a letter * from the Deputy Judge Advocate General of the Allahabad Division to the Officiating Judge Advocate General, reporting that a British soldier, who had deserted from Barrackpore, was lately apprehended by the police at Mirzapore; but instead of being taken before a Justice of the Peace at that place, he was sent to Benares, a distance of about 45 miles, a procedure, the inconvenience of which is pointed out by Captain Horne.

2. His Excellency desires me to request that, you will be so good as to move the Government to cause instructions to be issued to the police authorities on the lines of rail, to take persons apprehended on suspicion of being deserters before the nearest Justice of the Peace, in accordance with Sec. 34 of the Mutiny Act.

No. 115, dated Allahabad, the 6th May 1867, from Captain J. Horne, Deputy Judge Advocate General, Allahabad Division, to the Judge Advocate General of the Army, Head Quarters, Simla.

Cases of desertion appear now to be on the increase, in a measure, I conclude, owing to the opportunities of escape which railways afford. In such cases, and where the deserter is seized, it is of course desirable that he should be at once committed by the nearest Justice of the Peace; this is not the course pursued; for instead, the railway or other police convey the deserter sometimes a considerable distance, to the nearest military station. A case has just

occurred of a deserter apprehended at Mirzapore being taken to Benares to be committed, although at Mirzapore itself there were many Justices who could have committed the prisoner, a deserter from Barrackpore.

2. The immediate committal is often of advantage, as supplying evidence of the place and manner of a prisoner's apprehension, which could not be otherwise conveniently obtained, and the remedy could easily be supplied by instructions to the police through the Local Governments. I therefore have brought the matter to your notice.

ORDER—Ordered that a copy of the foregoing be forwarded to the Home Department, with the request that the Local Governments and Administrations may be instructed in accordance with His Excellency the Commander-in-Chief's suggestion.

60. On receipt of a deserter's descriptive roll, vernacular hue and cry lists should be prepared and circulated, as quickly as possible, to all the rural stations, and to the District Superintendents on the main lines of road.

Vernacular hue and cry notices of desertions to be raised.

Telegraphic notices to be used near railway stations.

61. At places near a line of railway, it will usually be necessary to send telegraphic warnings to the police stationed along it.

No. 505, dated 2nd March 1868.

FROM—Inspector General of Police Panjáb,
TO—Adjutant General of the Army, Simla.

With reference to your letter No. 1639 E, of the 31st October 1867, to the address of the Secretary to the Government of India, Military Department, regarding the capture of deserters, I have the honor to suggest, for the consideration of His Excellency the Commander-in-Chief, the advisability, on the part of officers commanding regiments, of giving immediate intimation of the absence, without leave, of European soldiers, to the nearest District Superintendents of Police. District Superintendents would arrange to translate and rapidly disseminate the descriptive rolls they received, and the police department would do its utmost to ensure the capture of the deserters. If, on the other hand, notice of desertion be only conveyed, through the medium of the Provincial Government Gazette, there will usually be a delay in the issue of hue and cry notices of from seven to ten days, an interval almost fatal to success.

Umballa.	Jullundur.
Loodianah.	Hooshyarpore.
Simla.	Kangra.
Delhi	Mooltan.
Goorgaon.	Mozuffergurh.
Kurnaul.	Montgomery.
Hissar.	Jhung.
Rohtuck.	Rawul Pindee
Sirsa.	Jhelum.
Ferozepore,	Shahpore.
Lahore.	Goojrat.
Umritsir.	Goojranwalla.
Goordaspore.	Sealkote.

2. There are District Superintendents of Police at the stations noted in the margin. I consider that intimation of desertions, from the Peshawur garrison, or from Attock, should be telegraphed to the District Superintendent of Police, Rawul Pindee, who would be able either to intercept the fugitives, or warn the police along the entire line of trunk road with a view to effect the same object. Descriptive rolls, giving the amplest particulars, might be sent by the next post.

3. By sending the rolls of deserters direct to the District Superintendent of Police, instead of to the local Magistrate, who would merely transfer them to the police, one or perhaps two days of valuable time may be saved.

No. 2,131 E, dated 14th March 1868.

FROM—Adjutant-General of the Army,
TO—Inspector-General of Police Panjáb.

The Commander-in-Chief has approved of the suggestions conveyed in your letter No. 505, of the 2nd instant, and commanding officers have been instructed to report at once to the nearest police officers, whenever a soldier absents himself from his regiment without leave.

Standing Order No. 74, dated 2nd March 1868, by His Excellency the Commander-in-Chief.

In continuation of the orders quoted in the margin, the Commander-in-Chief is pleased to direct that when a British non-commissioned officer or soldier requires to be absent from his regiment, on any account whatsoever, excepting when proceeding on duty with a military party, he is, in addition to any order to proceed or furlough paper, to be provided with a printed pass in the accompanying form:

2. On every occasion of his taking a ticket by rail or steamer, he is to be instructed to present the pass at the booking office.

3. No soldier is on any account to appear in any other dress than the uniform of his regiment, when absent from his corps.

4. With the sanction of the Government of India, it is notified that printed passes will be supplied gratis by the Military Orphan Press, on requisition.

5. Commanding officers are desired to furnish the earliest possible information of deserters to the Civil Authorities, and to the neighbouring Railway and Steam Flotilla stations.

6. The provisions of this order will take effect from 1st April next, by which date officers should obtain supplies of the form of pass.

SOLDIER'S PASS.

The bearer No. _____ of the _____ regiment of _____ has permission to be absent from his corps, and to proceed to _____ (and back) between the _____ day of _____ and the _____ day of _____ by (here indicate the route by river, rail, or bullock-train, as the case may be.) _____

Commanding _____ Regiment.

62. The following extracts from the *Gazette of India*, regarding the payment of rewards by the Military Pay Department for the apprehension of deserters, are re-published:—

MILITARY DEPARTMENT.

Fort William, the 16th February 1864.

No. 136—His Excellency the Governor-General in Council is pleased to publish for general information the following rules in respect of rewards for the apprehension of deserters, as applicable to the three Presidencies. All other orders on the subject now existing are hereby cancelled.

1. A reward of 30 rupees will be paid to any person who shall apprehend and make over to the appointed military authority a European soldier deserter.

2. The sum authorized is to be paid by the pay department with the least practicable delay, and without requiring anything further than bills submitted and vouched under the following rules:—

If the apprehension shall have been effected by the police or by any subordinate of the civil authority, and the corps from which the man is supposed to have deserted be quartered at the place of capture, or in the immediate vicinity of it, he is to be sent by the civil authority concerned direct to the regiment.

If found to be a deserter from such corps, the commanding officer will forward the following certificate immediately to the superior officer of the captor, who will submit it with a bill to the pay department, and be responsible for the issue of the reward to the person entitled to receive it.

Certificate.

Certified that private _____ a deserter from the _____ regiment under my command, was restored to his corps by the Commissioner of Police (or other functionary, as the case may be), on this date.

(Place and date), _____ }

Commanding _____ Regiment.

3. If the captor shall be a person not in the employment of the State, and having no superior officer, the supposed deserter is to be made over in the first instance to the Brigade, Station, or Garrison Staff Officer on the spot, who will forward the man to his regiment, and upon receiving the above certificate from the commanding officer will submit it with a bill to the pay department, and issue the reward.

4. In every case of a man being apprehended as a deserter from a regiment quartered at a distance from the place of apprehension, he is to be made over to the Brigade, Station, or Garrison Staff Officer on the spot.

If the Staff Officer shall have evidence to satisfy him that the man is a soldier deserter, he will at once submit a bill for the reward for apprehension, supported by the following certificate :—

Certificate.

Certified that—(name)—has been apprehended and made over to me ; and from the evidence in my possession, I am satisfied that he is a deserter from the regiment.

If the staff officer shall not, at the time the man is made over to him, be in possession of the requisite evidence to enable him to furnish this certificate, the obtainment of the reward must necessarily be deferred until the certificate can be supplied.

5. As the apprehension of deserters and the speedy issue of the reward to those who assist the Government by effecting it, depends materially upon the transmission of rolls and full particulars by regimental authority to civil and military functionaries concerned, commanding officers are held responsible that the earliest possible intimation of desertions from their corps is made to all proper quarters, especially to the chief police authorities at the several presidency towns and ports of embarkation.

6. In all cases of apprehension of deserters by persons in military employment, the reward will be drawn by the officers under whose immediate orders the captors may be serving at the time, and who will furnish to the pay department whichever of the above certificates may be applicable to the case.

7. The foregoing rules are to be considered applicable also to Eurasian or East Indian soldiers, deserters from corps composed of these classes, and raised in the country, excepting that the reward for the apprehension of a deserter from such corps will be 10 rupees.

Arrests in Foreign Territory.

63. Copy of letter from Secretary to Government Panjāb, regarding the mode of procedure to be adopted with a view to the apprehension of criminals who escape into foreign territories, is annexed for guidance of police officers.

Police officers not to issue orders for apprehension of offenders in foreign territory.

No. 178, of 3rd April, 1861.

FROM—Secretary to Government Panjāb,
TO—Inspector General of Police Panjāb.

With reference to your docket No. 13 of 11th January last, the original enclosure of which is herewith returned, I am directed to state that the Hon'ble the Lieutenant Governor is of opinion, that District Superintendents of Police should not issue orders for the apprehension and surrender of offenders in foreign territories direct to the vakils. It is desirable that all communications by police officers with vakils of foreign states, should be made through the district officers. You will be so good as to issue instructions accordingly.

Extradition Rules republished.

64. The rules relating to the extradition of criminals are subjoined for facility of reference.

65. Police officers are reminded that the Chief Court has decided, in *Crown v. Tokia* (5 Record, Criminal Judgment 4) that the rules in question apply to all territories belonging to independent chiefs whose "jurisdiction is comprised within or conterminous with the Panjāb."

Extradition Rules, dated 25th December 1858, promulgated by the Chief Commissioner, with reference to the Jammu Territory.

The following translation of a vernacular proceeding of the Chief Commissioner, dated 28th May 1856, regarding surrender of offenders accused of heinous crimes, being subjects of a Foreign State, apprehended in British territory, and *vice versa*, is published for general information :—

READ—a petition of Diwan Joala Sabai, Prime Minister of Maharajah Ghulab Singh Bahadur, Ruler of Jammu, dated 8th April last, relative to the demand and surrender, on both sides (British and Jammu Government) of persons accused of crimes as before, detailing the character of crimes and soliciting suitable orders.

It is desirable that the same rules which are in force in accordance with the orders of Government in respect to the demand and surrender of offenders accused of heinous crimes between the British Government and the Foreign States, should be made applicable to this State (Jammu), so that the rule in this respect with regard to all Foreign States may be uniform.

After examination of the office record, a list of heinous crimes, for which parties committing them may be demanded or surrendered by either State in accordance with the under-mentioned rules, is given below.

1. Abduction of a female, whether married or unmarried, without her consent, attended with tumult or assault.
2. Affray.
3. Arson or Incendiarism.
4. Assault attended with violence and wounding, or the shedding of blood.
5. Burglary.
6. Counterfeiting coin.
7. Child stealing.
8. Dacoity.
9. Forgery.
10. Homicide.
11. Convicts (under sentence for any of the crimes included in this category) escaped from prison.
12. Murder.
13. Administering poison.
14. Perjury.
15. Rape.
16. Highway robbery.
17. Selling females.
18. Thaggi.
19. Theft, exceeding 50 rupees in value.
20. Cattle theft.

Except the 20 classes of crimes above enumerated, persons accused of petty theft under 50 rupees in value, or fornication (*feli shemced*) or petty assault; or defaulters of revenue, or debtors in a civil case, and the like, will not be liable to be demanded or surrendered on the part of either Government. In such cases the plaintiff being a resident of Jammu territory, will have the option of prosecuting his claim either in British Courts or in the Courts of the Jammu Government.

In the latter case, on the original proceedings of enquiry being forwarded by the Chief of a British Court, the claim of the prosecutor will be satisfied on its being substantiated in accordance with the established usage of the Court.

Rules for the Apprehension, Demand and Surrender of Persons charged with heinous crimes, as enumerated above.

Firstly.—Any person being a British subject, having committed any crime, of the class above enumerated, in Jammu territory, if apprehended in that territory, will be punishable by the Government of the country. And in like manner, any subject of the Jammu Government if apprehended in British territory for a crime committed in that territory, will be punishable by British Courts.

But the Maharajah may, if he so choose, forward a subject of the British Government, so circumstanced, to a British Court for trial and punishment.

Secondly.—If a subject of the Jammu State should commit any crime, of the classes enumerated above, within British territory, or a subject of the British Government commit a crime in Jammu territory, and if the party, after committing such a crime, should escape to his home, then the British subject, having committed crime in the Jammu territory, if found in British territory, will not be liable to be demanded by the Jammu Government. The Maharajah will, however be at liberty to prosecute the party through his servants in British Courts, which will award due punishment if the charge shall be proved after enquiry.

But the Jammu subject, who shall have escaped to that territory and be traced there, after having committed crime in British territory, will be liable to be sent to British Courts on being demanded by the British authorities.

Thirdly.—Subjects of either State who should escape into Foreign territory after having committed any of the crimes above classified in their own territory, will be liable to be surrendered on being demanded by either Government. Provided, however, that on demand being made upon the British Government for the surrender of an offender of this class, by the

Maharajah, if the party used shall have been residing in British territory for a period of less than six months, the officer presiding on the Local British Court shall, before giving up the party, institute a summary enquiry to ascertain whether the accused be really guilty of the charge brought against him to any extent, and should the guilt be imputable to the prisoner, he will then be made over to the Jammu authorities. But if the party so demanded by the Jammu Government shall have resided in British territory for more than six months, he will not be liable to be surrendered to the Jammu authorities, but will be liable to be prosecuted in British Court and punished on the charge being proved against him.

Fourthly.—If on the occurrence of any crime in the Jammu territory, tracks of the offender should be followed into British territory, it will be the duty of the servants of the Maharajah to inform the local police officers, and to take steps through their medium for the apprehension of the delinquent.

The Maharaja's servants ought not to act independently of the British police. The police officers of the British Government should not, however, surrender to the Maharajah's officers any party who may be thus traced and apprehended, without the permission of their District Court, whether he be a resident of Foreign or British territory. But it will be the duty of the police to report immediately the circumstances to the District Court and then act as they may be directed.

Fifthly.—In like manner, if the track of heinous crime committed within British territory should be pursued into the Jammu territory by officers of the British police, they ought to inform the local *Kardar* or Thanadar, and take steps for the apprehension of the delinquent through the Maharaja's police.

But British police officers ought not to act independently of the local officers of the Jammu State.

66. His Honor the Lieutenant Governor directs that, in future, whenever it is deemed necessary that any person should be proceeded against under Regulation III of 1818 (a Regulation for the confinement of State prisoners), reference is to be made to Government through the Under-Secretary in the Police Department before any action is taken.

Application for warrants under Regulation III of 1818 to be made through Under Secretary.

V.—ARMS.

Conditions of the licence to carry arms.

67. The conditions on which licences may be granted to carry arms are given in the following circular by the Panjab Government.

Circular No. 33—1,847, dated 21st December 1867.

FROM—Secretary to Government Panjab,

TO—All Commissioners and Superintendents Panjab.

Requests that Magistrates in his Division may be instructed, when granting licences to carry arms under the Arms Act, not to grant them without conditions, except to Native Chiefs and gentry, and persons entitled to honor and consideration.

All other licences should be granted with the following conditions attached to them, viz. :—

1. That the arms shall only be carried when required for the specific purpose for which they are allowed, such as sport, guarding property, &c., (the purpose to be specified in the licence.)

2. That the arms are not to be carried at fairs, processions, and other places or occasions of public resort, where large crowds are assembled.

68. In accordance with the orders of Government contained in the subjoined circular, Magistrates are required to give intimation to the D. & Police of all licences granted by them under the Arms Act.

Grant of licences under Arms Act to be intimated to police,

Circular No. 8-921, dated 6th July 1868.

FROM—Secretary to Government Panjab,

TO—All Commissioners and Superintendents in the Panjab.

In continuation of Circular No. 33-1,847, dated 21st December 1867, requests that Magistrates in his division be instructed to send intimation to the District Superintendent of Police of all licences granted under the Arms Act.

Police Zaildars are exempted from taking out a licence.

69. Police Zaildars have been specially exempted from taking out licences for possessing and carrying arms. (*See Book Circular XI, para 13.*)

Licence for sale of munitions of war.

70. The manufacture and sale without a licence of munitions of war is prohibited.

Circular Memo No. 13-966, dated 25th June 1867.

FROM—Secretary to Government, Panjab,

TO—All Commissioners, Deputy Commissioners and Magistrates in the Panjab.

Intimates that it has been ruled by the Judges of the Chief Court, that the prohibition against the manufacture and sale, without licence, "of munitions of war" as defined in Chap. XI, Sec. 56 of the Panjab Penal Code,

Judicial Department.

i. e., "iron-bound clubs, military accoutrements, such as sabretaches, "cartouch boxes, bullet moulds, bayonet scabbards, and such like articles which are the "usual accompaniments of lethal weapons, and which are primarily of use only as "accompaniments of such weapons,"—still remains in force.

2. Where, however, a person has taken out a licence to manufacture or deal in arms under Sec. 7 of the Arms Act, it will not be necessary for him to take out a special licence under the Panjab Penal Code for munitions of war.

71. The importation into British India of rifles which are not intended for Importation of rifles into *bonâ fide* sporting purposes, is prohibited by the following orders of Government.

Government of India, Foreign Department, No. 477 of 10th May 1866 (Political).

Under Section 23 of Act VI of 1863, His Excellency the Governor General in Council hereby prohibits the importation into British India of rifles of every description, except such as are intended *bonâ fide* for sporting purposes.

Licences for the importation of sporting rifles may be obtained on application to the local officers empowered to grant such licences under Act 31 of 1860.

72. The checks which are to be maintained on the importation of fire-arms Check on importation of other than rifles are indicated in the following orders of Government of India.

No. 506, dated 27th May 1867.

FROM—The Secretary to the Government of India, Foreign Department.

TO—The Government of Bombay.

I have laid before the Governor General in Council your letter No. 103, dated 24th ultimo, forwarding for the decision of the Government of India, a reference from the Commissioner of Police at Bombay, on the question whether any check should be placed on the importation of fire-arms other than rifles.

2. In reply, I am directed by His Excellency in Council to state that the order of the Government of India, dated 10th May 1866, by which the importation of rifles was absolutely prohibited, applies only to that description of weapon, and has not superseded the previous order dated 23rd February, so far as other fire-arms are concerned. Consequently, under the provisions of the latter order, the question whether, in any particular case, non-rifled pieces may or may not be imported will depend for its decision upon the circumstance whether or not they may be intended for sale by public auction, or by private sale to respectable parties.

73. The provisions of the Arms Act (31 of 1860), regarding the sale of arms and ammunition, are intended to be applied to dealers only, and not to respectable parties, who may be permitted without a licence to purchase from or sell to privileged individuals.

Parties who are not required to obtain licence to sell their arms.

Extract from a letter from Officiating Under-Secretary to the Government of India, Home Department, to Secretary to Government, Panjab,—No. 3,883, dated 24th August 1867.

PARA 2. The Government of India has never thought fit to apply the provisions of Act 31 of 1860, regarding the sale of arms and ammunition, to any but dealers in those articles.

3. It will have been seen from the orders of the Government of Bombay, (a) No. 186, dated the 23rd February 1866, and the permission given by the notification of the Foreign Department. No. 477, dated the 10th May 1866, for the importation of rifles for sporting purposes, that there never was any desire to place unnecessary restrictions on the importation or purchase of fire arms by respectable persons, much less of forbidding them to sell without a licence those arms which they had been allowed to pass themselves off; the same principle, I am directed to observe, is applicable to Government weapons; if Government sells them, it will not restrain the purchasers from selling in their turn.

Circular No. 77—4,602 dated 10th December 1873.

FROM—Secretary to Government Panjab and its Dependencies,

TO—All Commissioners and Deputy Commissioners in the Panjab.

I am directed by the Hon'ble the Lieutenant-Governor to call the special attention of yourself and all Magistrates subordinate to you to the extract from the Proceedings of the Government of India, in the Home Department. No. 3548, dated 28th ultimo; also to Home Department Notifications Nos. 3559 and 3560, of the same date, promulgating rules for the importation and inland transport of cannon and arms and ammunition in British India.

Extract from the Proceedings of the Government of India in the Home Department, dated 28th November 1873.

No. 3,548—62.—Read again the following correspondence relating to the manufacture, importation, sale, transport, &c., of arms and ammunition under the provisions of Act XXXI of 1860 as amended by Act VI of 1866:—

* * * * *

RESOLUTION.—In May 1869 the Government of India in the Foreign Department sanctioned certain rules for regulating the importation of fire-arms and ammunition into the Lower Provinces of Bengal and their transport from place to place within the limits of those provinces, under the provisions of Secs. 17 and 22 of Act XXXI of 1860, and at the same time issued a circular to the other Local Governments and Administrations inquiring how far such rules would meet their respective requirements.

2. From the replies received it appears necessary to frame uniform regulations for placing the importation and inland transport of cannon and arms and ammunition under systematic control throughout British India.

3. And from other portions of the correspondence read it appears desirable to prohibit the transshipment of cannon and arms and ammunition at certain British Indian ports, and to restrict the granting of passes for the exportation of cannon and arms and ammunition from British India.

4. The Governor-General in Council is therefore pleased to declare as follows:—

Firstly, as regards the importation of cannon and arms and ammunition—that licences for import under Sec. 17, Act XXXI of 1860, will henceforward be granted only at the places and by the officials named in the list appended to this Resolution.

These orders will supersede the notifications issued from the Home Department in October 1860 and July 1866, which authorized the chief police officer in every town and frontier district to grant licences; and so much of the Foreign Office notification of 1869 as relates to the importation of arms, &c., by sea or by land into India; also so much of the notification [dated 22nd July 1873] which appeared in the *Culcutta Gazette* of July 23rd, 1873, as relates to the importation of fire-arms and ammunition into the territories under the Government of Bengal.

Secondly, as regards the transshipment of arms &c.—that a notification has issued under Sec. 6 of Act VI of 1873, (Transshipment of Goods Act,) prohibiting such transshipment at the ports to which that Act extends.

Thirdly, as regards the inland transport of arms, &c., from one part of India to another—that the rules of which a copy is appended to this Resolution are approved, and that they be published under Sec. 22 of Act XXXI of 1860. Further, that, in order to enable the Local Administrations under the Government of India to make similar rules for interior transport within their respective territories, a notification has issued delegating to the Chief Commissioners the power conferred upon a Local Government by Sec. 22 of Act XXXI of 1860.

Fourthly, as regards the granting of passes for exporting arms and ammunition—that no such passes shall in future be granted for exportation either by land or sea, except by the Secretary to the Government of India in the Foreign Department, and such other officers as the Government of India, or the Governments of Madras and Bombay within their respective Presidencies, may have expressly authorized, or may hereafter expressly authorize, in this behalf. That all such passes shall be granted subject, as far as may be, to the rules for the transport of arms within British India; and that whenever there is a Political Agent, Cantonment Magistrate, or other British official at the place of destination, the pass shall be delivered to him within six days of the arrival there of the articles covered by it, with a view to his satisfying himself that there is no deficiency, in the same manner as a Magistrate of a British district is required to do by the inland transport rules.

List referred to in para 4.

Names of Places.	Officer authorized to grant licences.
<i>Madras.</i>	
Bimlipatam	} Secretary to Government, Madras.
Coconada	
Madras	} The Magistrates of the districts in which these ports are included, <i>viz.</i> , Tanjore, Tinnevely, Malabar, and South Canara, and the Commissioner of Police, Madras.
Tuticorin	
Calicut	
Mangalore	
<i>Bombay.</i>	
Bombay	Commissioner of Police, Bombay.
Kurrachee	Commissioner in Sindh.
Aden	The Resident at Aden.
<i>Bengal.</i>	
Calcutta	Commissioner of Police Calcutta.
<i>British Burma.</i>	
Rangoon	} The Chief Commissioner of British Burma.
Bassein	
Akyab	
Moulmein	
Tavoy	
Mergui	

Import by Land.

The officers authorized to grant licences to import arms and ammunition [more than the reasonable quantity which requires by law no licence] by land into any part of the territories under the Government of India are—the Secretary to the Government of India, Foreign Department; the Secretaries to the Governments of Bengal, North-Western Provinces, and the Panjab; and such officers as the Governments of Madras and Bombay shall appoint for those Presidencies respectively.

ORDER.—Ordered, that copy of the above Resolution, with the appended rules and notifications, be forwarded to the Local Governments and Administrations for information and guidance.

No. 3559.

In exercise of the power conferred by Sec. 6 of Act VI of 1873, the Governor-General in Council is pleased to prohibit the transhipment of cannon and fire-arms and parts of fire-arms, and of gunpowder and other ammunition, at all ports to which the said Act extends or may hereafter be extended, except under licence from the officer charged to grant licence of import into British India.

No. 3560.

Under the authority vested in him by Sec. 22 of Act XXXI of 1860 the Governor-General in Council is pleased, in supersession of all previous orders on the subject, to prohibit the transport of fire-arms, and parts of fire-arms and of gunpowder and other ammunition or military stores, as described in Sec. 22 of the Act above cited, from any place in British India within the jurisdiction of one Local Government or Administration to any place in British India within the jurisdiction of another Local Government or Administration, except under the following rules and conditions.

2. Any person desirous of transporting any of the above-mentioned articles [except in reasonable quantities for his own private use] from any of the sea-port towns or frontier stations into which arms can be imported under licence, into the interior of British India, beyond the territorial jurisdiction of the Local Government or Administration within the limits of which such sea-port or station is situated, must apply for a pass to the officer empowered by the Government of India to grant licences under Sec. 17 of Act XXXI of 1860, for import to the sea-port or station.

3. When a person is desirous of transporting any such articles from any place in British India, other than the sea-ports or stations referred to in the last preceding rule, to any place in British India within the territories of another Local Government or Administration, he must apply for a pass to the Secretary to the Government of India in the Home Department; or to the Secretary to the Local Government of the territory out of which he desires to convey the articles; or to such other officer as the Government of India may have authorized by notification to grant such a pass.

4. The application must in either case be in writing; it must specify the town, station or other place into which the articles are intended to be transported; and must contain full information as to the quantity, quality, and description of the articles and the purpose for which they are respectively designed. Where the articles have been imported from abroad, the licence under which they have been imported must be appended.

5. It will be within the discretion of the authorized officer to grant the pass, if from the information thus given and otherwise obtained he considers that such pass may be safely granted. A register shall be kept of all passes so granted, and a copy of each pass shall be sent to the Magistrate of the district within which the place to which the articles are to be transported is situated.

6. The articles covered by such pass shall be taken direct to the place of destination mentioned in the pass, without being sold or made use of at any intermediate place.

7. On the articles reaching their destination, the person in charge thereof must deliver the pass to the Office of the Magistrate of the district within six days. It will be the duty of that officer to satisfy himself that the articles transported correspond with the entries in the pass, and to see that any deficiency that may exist is satisfactorily accounted for. The pass shall then be endorsed and returned to the holder, if he may lawfully keep in his possession the articles of which it covers the transport.

No. 66—3816, dated Fort William, the 19th December 1873.

FROM—Secretary to Government of India, Home Department,
To—The Secretary to Government, Panjab.

By the resolution and orders marginally cited the revised regulations for the control of

Resolution, Nos. 3548 to 3558,
dated 25th November 1873.

Notifications Nos. 3559 to
3561: dated 28th November 1873.

the import and inland transport of arms and ammunition were declared and published. In regard to the principles upon which these regulations should be administered, especially in the matter of giving or withholding licences to import or manufacture arms, several references for precise instructions have been received from the Local Governments, with representations that the growth and spread of the trade in arms and their promiscuous distribution throughout some parts of the country, are matters calling for serious attention. Upon these points, therefore, I am desired by His Excellency the Governor-General in Council to communicate the following observations.

2. The provisions of the Arms Act (XXXI of 1860) require that licences for import of arms from abroad and for transport from one part of India to another, shall be given by, or under the authority of, the Government of India. The licensing power has, therefore, been committed to certain specified officers, but it is manifest that the exercise of this power is a matter requiring local knowledge, of the character of dealers, the course of trade, the needs of districts, and, generally, discrimination of a kind which would rather be hampered than aided by specific rules. And, therefore, I am to explain that the general control and direction of the proceedings of these officers are still committed to the chief executive authority of the presidency and province into which it is desired to import arms, either by land or by sea, under licence. The main object of the machinery for imposing such checks upon the traffic in arms is plain: it is intended to preserve public order and safety, which might be endangered by the uncontrolled distribution of arms throughout India. But the extent or degree to

which it may be necessary to interfere for this purpose with the trade or with other importers must be left largely to the discretion of the Local Governments, who are best qualified to judge of the circumstances of each case, or class of cases; and the Government of India can only attempt to lay down the general principle that, any considerable importation of arms must need special explanation and guarantee that their use is to be inoffensive, before licence can possibly be granted.

3. There are two kinds of questions likely to come before the licensing officer, *viz.*—(1) what is a reasonable quantity of arms such as requires no licence at all;—(2) what quantity shall be admitted under a licence.

To the first question one answer is supplied by Sec. 22 of Act VI of 1863, (*Consolidated Customs Act*) which exempts “fowling-pieces and sporting-powder for private use.” This definition might hold good for sporting fire-arms of all kinds; and it might also be ruled generally that a man entitled to bear arms may reasonably import arms for his personal defence (such as a sword or a pistol) as well as for sporting, provided that he does not exceed what may be judged to be reasonably required for his personal use, or for the use of his household. Thus, a man of substance and respectability might reasonably import three guns without a licence, and other personal arms suited to his condition; but if he claimed more he would be referred to the licensing authorities, who would demand more detailed explanations of his objects or uses for the arms. There appears to be no reason why the customs officers should not be executive instructed to refer to the licensing officer any application for permission to pass through the custom house more than the quantities here above indicated.

To the second question the reply would be, that the granting of a licence must depend upon the facts of each case, or upon the general complexion of the explanations obtained. Cheap guns might be imported in moderate quantities to some wild districts where they are wanted to keep down wild beasts or game, but in default of some such good and substantial motive for requiring a quantity of arms, the licence would ordinarily be refused. Costly guns are much safer than cheap arms, for only the latter can be employed to any extent for military or aggressive purposes, while the former are nearly always used for sport. When arms are of a kind to raise suspicion that they may be possibly meant for warfare or for other illegal purposes, such as pistols, bayonets, or cheap guns, the licensing officer must satisfy himself very carefully as to the object, reasons, and direction of import, before he admits them under licence. He can do this by testing the references which the applicant will give, by communicating with the Local Government, and (if necessary) with the Supreme Government.

4. As to the *manufacture* of arms, I am to observe that Magistrates have, under the Act, complete power to grant licences and re-call them, and can therefore executive impose any condition they desire, because if the condition is not fulfilled the Magistrate rescinds the licence at the end of the year. In this way, though perhaps in no other, could a limit be placed upon the quantity of arms and ammunition which a manufacturer might under licence turn out; but it will be necessary for the police to keep themselves well informed as to his actual stock, and to take means for testing the correctness of the stock book entries under Section 14. Moreover, the manufacturer cannot sell without his customers bringing themselves under the rules of inland transport in the process of taking away their purchases.

5. Upon the subject of permitting the possession, transport, or carrying of arms within the limits of any particular administrative province, I am only to remark that, so far as these things are controlled by law, the control of them lies entirely with Local Governments. Whether the law should be altered to place the bearing of arms under greater executive restraint, is a question which is under separate deliberation.

6. It will thus be observed that the machinery now in force under the Act makes necessary a licence—(1) for import—(2) for inland transport from one province into another—and (3) for carrying arms within the jurisdiction of any one Government.

In some territories also a licence is necessary for possession. There is besides needed an annual licence for manufacture, and a record of sales, with a heavy penalty on concealing sales. And His Excellency in Council trusts that these checks now systematically established will, under the powers and discretion already possessed by Local Governments, be found sufficient for keeping the whole import trade and inland dealings in arms under effective restraint, if the magistracy and the police are alert to uphold and enforce them.

No. 67—3868, dated Fort William; the 23rd December 1873.

From—Secretary to the Government of India, Home department.
To—The Secretary to Government Panjab.

- * 1. For importation of arms.
- 2. Pass by Collector of Customs.
- 3. Pass for transit from one province to another.
- 4. Licence to manufacture.
- 5. Licence to carry arms.
- 6. Ditto for possession of arms.

In continuation of my letter No. 66-3816, dated the 19th instant, I am directed to forward Forms* of Licences which, according to the provisions of Act XXXI of 1860, are granted under the authority of the Government of India,

Form I.

Licence for Importation of Arms and Ammunition into the Port of granted by

1	2	3	4	5	6	7	8	9	10
Name and address of Applicant.	Description of Arms.	Number.	Description of Ammunition.	Quantity.	Purpose for which required.	Value.	Port in which to be landed.	Place of deposit to be conveyed to after importation.	REMARKS.

Form II.

Pass for the Delivery of Arms and Ammunition by the Collector of Customs.

1	2	3	4	5	6	7	8	9	10	11
Name of Consignee.	Place of business.	Date of issue of Pass.	Description of Arms.	Number.	Description of Ammunition.	Quantity.	Ship by which imported.	Arms, &c., by whom shipped.	Licence for importation by whom granted, and date thereof.	REMARKS.

Form III.

(FEE, FIVE RUPEES.)

Pass for the Transit of Arms and Ammunition from under the Government of
to under the Government of

1	2	3	4	5	6	7	8	9
Name of Holder.	Place of business.	Description of Arms.	Number.	Description of Ammunition.	Quantity.	Mode of transit.	Up to what date pass is valid.	REMARKS.

N. B.—This pass must be delivered at the Magistrate's Office at within six days after arrival of the arms, &c., which it covers.

Form IV.

(ON STAMP PAPER OF THE VALUE OF TEN RUPEES.)

Licence for the Manufacture of Arms and Ammunition for one year from the date hereof.

1	2	3	4	5	6	7
Name of Holder and place of residence.	Place of business, that is, manufactory or shop.	Description of Arms to be manufactured.	Description of Ammunition to be manufactured.	Probable estimated out-turn of each description of Arms and Ammunition per month.	Actual reported out-turn of each description of Arms and Ammunition per month during the currency of the last preceding licence, if any.	REMARKS.

Dated at this day of 18 . }

Form V.

LICENCE

Is hereby granted to _____ of _____ under authority of Act XXXI of 1860, Section 28, to carry arms and to go armed.

[* This licence extends to the followers of _____ to the number of _____ and the number and description of arms to be carried by each follower may be _____]

Dated at _____

this day of 18 . }

* Insert these words where a licence for followers is applied for and granted, but omit them in other cases.

Form VI.

LICENCE

Is hereby granted under the authority of Act XXXI of 1860, Clause 3 of Section 32, to _____ of _____ to have in his possession the arms and ammunition hereunder specified :

				Number or quantity of each.	
Firearms		
Bayonets		
Swords		
Daggers		
Spears		
Spear-heads		
Percussion caps		
Gunpowder		
Sulphur		
Other ammunition		

Dated at _____

this day of 18 . }

RETURNS.

Licence.

Circular No. 7—669, dated Lahore, 26th April 1867. (*Judl. Rept.*)

From—Secretary to Government, Panjab,

To—All Commissioners and Superintendents, in the Panjab.

In modification of the Judicial Commissioner's Circulars marginally noted, the Honorable the Lieutenant Governor is pleased to prescribe the annexed appended form of half-yearly return of licences granted under the Arms Act.

This return should be prepared by District Officers according to the half-years ending 30th June and 31st December, and should be submitted through Commissioners to the Inspector General of Police.

*Return of Licences granted under Act XXXI of 1860 in the
during the half-year ending*

18

District.

1	2	3	4	5	6	7	8
DETAIL OF LICENCES.	No. of licences actually in force at end of last half year.	Operations of the present half year.			No. of licences actually in force at end of present half year.	Remarks by the Deputy Commissioner.	Remarks by the Commissioner.
		No. of new licences granted.	No. of expired licences renewed.	No. of licences revoked or suspended.			
1.—To manufacture and repair arms, under Sections 7 and 8, and Panjab Notification No. 628 of 3rd October 1860,		
2.—To manufacture percussion caps and other ammunition (except Sulphur and Gunpowder) under Sections 7 and 8, and Panjab Notification No. 628, dated 3rd October 1860,		
3.—To manufacture fire-works, do.,		
4.—To manufacture gunpowder, under Sections 7 and 8, and Panjab Notification No. 628, of 3rd October 1860,		
5.—To deal in arms and ammunition (except sulphur) under do. do.,		
6.—To deal in and sell sulphur: Sections 7 and 8, and Panjab Notification No. 628, of 3rd October 1860,		
7.—To carry arms and go armed; Sections 2 and ditto,		
8.—To possess arms and ammunition (except sulphur); Section 32, Clause 3 and ditto,		
9.—To carry arms on a journey; Section 32, Clause 4 and ditto,		
10.—By chief police officer of a seaport town, or frontier district, to import arms, percussion caps, sulphur, saltpetre, gunpowder and other ammunition into such town or district: Section 17, and Home Department Notification No. 262, dated 13th January 1862,		

Licences 1 to 7, apply to all districts in the Panjab.

Licence 8 is only necessary in disarmed districts.

Licence 9 also applies to all districts, and may be granted by a Magistrate of any district where the licensee resides, and it will have effect in all districts specified therein, whether disarmed or not.

Licence 10 only authorizes import into the town or district in which the Police Officer has jurisdiction.

Dated

The

Deputy Commissioner.

Arms Act Operations.

Circular No. 12—944, dated Lahore, 21st June 1867.

FROM—Secretary to Government Panjab.

TO—Commissioners and Superintendents of Divisions.

In continuation of Circular No. 7—669, dated 26th April last, the Honorable the Lieutenant-Governor is pleased to prescribe the annexed amended form of annual statement showing the operation of the Arms Act, in substitution of that given in Appendix II, B of the Arms Law Manual.

This return is to be prepared by District Officers according to the calendar year, and to be submitted through Commissioners to the Inspector General of Police, for incorporation in his Annual Police Report.

Form of Annual Statement of the operation of the Arms Act (XXXI of 1860) in the District of
during the year 18

121314

Persons punished for breach of the Arms Act.

151617181920212223242526272829

Number and description of weapons seized and confiscated.

1234567891011

Number of Licences.

1.—To manufacture and repair arms, under Sections 7 and 8, and Panjab Notification No. 628 of 3rd October 1860.

2.—To manufacture percussion caps and other ammunition (except sulphur and gunpowder) under Sections 7 and 8, and Panjab Notification No. 628, dated 3rd October 1860.

3.—To manufacture fireworks, ditto ditto.

4.—To manufacture gunpowder under Sections 7 and 8, and Panjab Notification No. 628, of 3rd October 1860.

5.—To deal in arms and ammunition (except sulphur) under ditto ditto.

6.—To deal in and sell sulphur; Sections 7 and 8, and Panjab Notification No. 628 of 3rd October 1860.

7.—To carry arms and go armed; Section 28 and ditto.

8.—To possess arms and ammunition (except sulphur); Section 32, Clause 3, and ditto.

9.—To carry arms on a journey; Section 32, Clause 4, and ditto.

10.—By chief police officer of a seaport town, or frontier district, to import arms, percussion caps, sulphur, saltpetre, gunpowder and other ammunition into such town or district; Section 17, and Home Department Notification No. 262, dated 13th January 1862.

Number fined.

Number imprisoned.

Total number punished.

Matchlocks.

Muskets.

Pistols.

Bayonets.

Blunderbusses.

Brass cannon, small.

Swords.

Sword-sticks.

Shields.

Spears.

Picquetiers.

Knives.

Battle-axes.

Total.

REMARKS.

Dated

18

This return is to be prepared according to the calendar year, and submitted, through Commissioners, to the Inspector General of Police, for incorporation in the Annual Police Report.

Deputy Commissioner.

Searches under the Arms Act.

54. The following letters, the latter of which grants to District Superintendents, and to Assistant District Superintendents of Police, the powers

District Superintendents and Assistant District Superintendents authorized under the authority of the Local Government to make inspections of the books of licensed manufacturers of arms, and the premises, stock in trade, &c., of licensed dealers.

adverted to in secs. XIV and XV of Act 31 of 1860 :—are published for guidance.

Copy of a letter No. 351 of 6th September 1865, from the Inspector General of Police Panjab, to the Secretary to Government Panjab.

I solicit the concurrence of His Honor the Lieutenant Governor in the following proposals :—

1st. That District Superintendents and Assistant District Superintendents of Police be authorized by Government to inspect the books kept by licensed manufacturers, of their stock in trade, purchases and sales, under sec. 14 of Act 31 of 1860 (continued in force by Act VI of 1866).

2nd. That the same officers be authorized under sec. 15 to inspect the premises, stock in trade, &c., of licensed dealers.

Copy of letter No. 1312 of 18th September 1865, from the Secretary to Government Panjab to the Inspector General of Police Panjab.

Reply to No. 351 dated 6th instant—sanctions his proposals to authorize Superintendents and Assistant Superintendents of Police to inspect the books of licensed manufacturers ; and the premises, stock in trade, &c., of licensed dealers.

But requests that all police officers may be enjoined by him to fulfil this duty discreetly, and only when there may appear to be grounds for making search or examination, and in such a manner as not to cause unnecessary annoyance.

VI.—BAIL.

Bail may be claimed under certain circumstances.

75. Police officers are reminded that for all bailable offences an offender can claim the right of being admitted to bail.

76. Officers in charge of police stations must be carefully instructed as to the necessity of strictly attending to this point, and to the provisions of law regarding bail to be adhered to. terms of Secs. 128 and 129 of the Code of Crim. Pro. on the subject.

77. The bail is not to be excessive, and care should be taken that sufficient time is given for the accused to be produced before the Magistrate by the sureties to the bond.

78. The police must not interfere with or hold surveillance over a defendant when once the bail bond is signed, unless they have good cause for believing that the defendant meditates evading justice by flight, or fails to appear before the Magistrate ; in such cases, they would then be justified in arresting the defendant and sending him in custody before the Magistrate.

Day and hour of attendance at court to be clearly explained to parties connected with cases.

79. To ensure the punctual attendance of defendants, prosecutors and witnesses, the police should in these cases or in all carefully explain to the said parties the day on which they must appear before the Magistrate, and the necessity of being punctual.

80. In cases where the defendant is sent under custody to the Magistrate, prosecutors and witnesses should, for the sake of convenience, be invited to accompany the prisoner ; but the police must recollect that towards these parties there must not be the slightest sign of coercion, unless they refuse to be induced to accompany prisoners, but not to be coerced,

to appear before the Magistrate, or to sign the recognizance bond specified in Sec. 130 Crim. Pro. Code. It must also be remembered that by Sec. 130 the prosecutor and witnesses *unaccompanied* by any police officer will be required to deliver in person to the Magistrate the duplicate of the recognizance bond.

81. Officers in charge of rural stations at the time of taking recognizances

Treatment of witnesses who are responsible for their own appearance in Court.

from witnesses should acquaint them that, information will be readily afforded them at the District Superintendent's office as to the Court in which and the time at which, the case they give evidence in will be tried.

82. It must be remembered that the recognizance bond is the only security

Court Inspector not responsible for appearance of witnesses who have given recognizances.

for a witness who has not refused to attend at Court or execute such document, and it is as improper for the Court Inspector to be held responsible for the presence of witnesses at Court, as to send a policeman with them from the police station.

VII.—BREACH OF RULES UNDER CANTONMENT ACT (XXII OF 1864.)

83. Attention is drawn to Panjab Government circular subjoined, regarding

Breach of Cantonment regulations.

jurisdiction of criminal courts and powers of police to take cognizance of breaches of the rules framed under the Cantonment Act, in tracts beyond the specified cantonment limits.

Panjab Government Circular No. 34—743, of 24th May 1870.—*Judicial.*

Doubts have been entertained as to the powers of the ordinary Criminal Courts to try and dispose of breaches of the rules made under clause 7 of Section 19 of Act XXII of 1864 (for inspecting and controlling houses of ill-fame, and for preventing the spread of venereal disease,) in cases where such rules are extended under Sec. 25 of the Act, beyond cantonment limits. District Officers are informed, that wherever these rules have been so extended, the Ordinary Criminal Courts have jurisdiction under Section 21 of the Code of Crim. Pro. (Section 8 of new Code) to try and dispose of breaches of them occurring beyond the cantonment boundary, and within the limits to which the rules may be extended.

2. It is also pointed out, with reference to the powers of the police in such cases, that authority to inquire into, and take cognizance of breaches of those rules within cantonment limits, is granted to the police by rules 21, 28, 29, and 30.

These rules were amongst those extended beyond cantonment limits with the sanction of the Government of India, by Notification of this Government, No. 1,124, of 13th April 1869.

Accordingly, the power reserved by Sec. 26 of the Act to the Governor-General in Council, must be deemed to have been exercised by him, and the police to have therefore the same authority within the extended limits, as within cantonments.

GENERAL DEPARTMENT.

No. 1,124, the 13th April 1869.

With the sanction of the Government of India, the Hon'ble the Lieutenant Governor is

Dehli.
Ambah.
Jalnahar.
Amritsar.
Sialkot.

Phazpur.
Rawalpindi.
Muzee.
Peshawar.
Multan.

pleased to extend the rules and regulations for inspecting and controlling houses of ill-fame, made under Sec. 17 of Act XXII of 1864, to a distance of four miles from the boundaries of the cantonments marginally noted; and to a distance of six miles from the boundaries of the Cantonment of Mian Mir.

The following order will be found useful.

Extract from G. O. C. C., dated 30th June 1873, page 180.

G. O. 212. Cantonments.—(Quarter-Master General.)

Military Department No. 190, dated 4th June 1873, to the Quarter-Master General.

Under instructions from Government, the following is to be added as paragraph 4 a, Chap. II of the Cantonment Rules framed under clauses 4 to 11 of Sec. 19 of Act XXII of 1864:—

"4 a. — On the receipt, however, of credible information of the occurrence of cholera or other dangerous epidemic disease in a cantonment, or in a place subject to cantonment law,

it shall be lawful for the Cantonment Magistrate, or Officer Commanding the station, to authorise, in writing, the inspection by medical and other officers, of the interior of any house and of any other premises occupied by any native within cantonments, or in any place subject to Cantonment law, and within the jurisdiction of such Cantonment Magistrate or Officer Commanding the station. Where the consent of the occupiers is not given, notice in writing, not less than 24 hours before such inspection, shall in all cases be given."

VIII.—DIET OF PRISONERS AND WITNESSES.

(1).—*Feed of prisoners.*

84. The annexed copy of letter from the Judicial Commissioner, Panjab, on the subject of feeding prisoners and the adjustment of the charges connected therewith, will be found useful.

Letter No. 2,764, dated 22nd June 1861, from Judicial Commissioner.

I have the honor, with reference to your No. 146, dated 11th instant, to Secretary to Government, to inform you, that in all cases which are sent by the police for criminal trial, the expense of feeding and indeed every expense should be borne by Government and charged in the judicial contingent bill of the district.

In every case, in which the police are allowed to interfere, the Government, as the representative of society, is the *real plaintiff*, though the injured party is, in many cases, entered as such: he is *bound over to prosecute*, he has no power of compromising the case, without risk, being prosecuted himself; and he should not be exposed to any charges.

The money advanced by the police should be at once repaid, when the case comes on in court; and the police should move the judicial officer to pass the necessary order.

85. The annexed letter from the Secretary to Government Panjab, sanctioning a monthly allowance for the supply of water to prisoners in police lock-ups, is published for information.

86. The amount shown in the subjoined table will be received monthly from Deputy Commissioners, and expended to procure a supply of fresh water daily for each lock-up, the previous day's supply being invariably removed and never allowed to stand.

No. 1,836 dated 21st December 1867.

FROM—Secretary to Government Panjab, Judicial Department.
TO—Inspector-General of Police Panjab,

With reference to his No. 362, dated 16th October last, conveys sanction to an expenditure not exceeding Rupees 322 *per mensem* being incurred for supplying water to persons in confinement in police lock-ups, chargeable during the current official year to assignment for *Rations* of prisoners in district jails and lock-ups.

Table of the number of Stations and Out-posts, paying water rates for Hawaláts.

1	2	3			4			5	6
DIVISION.	DISTRICT.	STATIONS.			OUT-POSTS.			Total amount monthly for Stations and Out-posts.	REMARKS.
		No.	Amount @ 1 Rupee each.		No.	Amount @ 8 annas each.			
AMBALAH.	Ambáláh.	16	16	...	7	3	8	19	8
	Ludhianah,	7	7	7	...
	Simla,	5	5	5	...
	Dellí,	7	7	...	7	3	8	10	8
	Gurgáon,	9	9	...	8	4	...	13	...
	Karnál,	11	11	...	4	2	...	13	...
	Hissár,	9	9	...	6	3	...	12	...
	Rohtak,	8	8	...	5	2	8	10	8
LAHORE.	Sirsa,	7	7	...	6	3	...	10	...
	Lahore,	9	9	...	6	3	...	12	...
	Amritsar,	9	9	...	5	2	8	11	8
	Gardáspur,	7	7	...	7	3	8	10	8
	Jalandhar,	10	10	...	1	...	8	10	8
	Hushiarpur,	13	13	...	3	1	8	14	8
	Kángra,	12	12	...	4	2	...	14	...
	Firozpur,	9	9	...	5	2	8	11	8
RAWAL-PINDI.	Ráwalpindí,	15	15	...	14	7	...	22	...
	Jhelam,	9	9	...	5	2	8	11	8
	Shahpur,	7	7	...	11	5	8	12	8
	Gujrát,	7	7	...	1	...	8	7	8
	Gujránwála,	6	6	...	10	5	...	11	...
	Sialkot,	9	9	...	7	3	8	12	8
MULNA.	Multán,	12	12	12	...
	Muzaffargarh,	7	7	...	12	6	...	13	...
	Montgomery,	10	10	...	13	6	8	16	8
	Jhang,	9	9	...	19	9	8	18	8

(2).—For Witnesses.

87. The rate of diet money for all witnesses summoned through the agency of the police, is to be regulated as laid down in the following letter by the Judicial Commissioner Panjáb.

No. 1,048, dated 26th March 1863.

FROM—Judicial Commissioner, Panjáb.

TO—All Sessions Judges, except Deraját and Pesháwar.

I have the honor to request that Magistrates may be informed that it rests with the Police Department to decide on the amount of diet to be paid to each witness summoned through their agency, so long as the maximum of three (3) annas is not exceeded.

88. The following letter from Secretary to Government Panjáb. to the address of the Judicial Commissioner, regarding the diet of witnesses, is given in continuation of above orders.

Diet of witnesses.

In reply to your letter 109 of 27th ultimo, regarding diet of witnesses, I am directed to inform you, that the Honorable the Lieutenant Governor considers the rule suggested in your fifth paragraph, is the one to follow, viz.:—that witnesses should be paid only in cases sent in by the police, or in cases referred to the police. This rule seems to His Honor to be equitable, and is, it is believed, the one on which our officers have hitherto acted.

89. By the order contained in the above letter, it is ruled that this department should only give diet money to witnesses, in cases which the police investigate of their own authority, and in cases sent by the Magistrate for police investigation.

Police department only to pay diet money in cases they investigate of their own authority.

(3).—*Expenses of Witnesses.*

90. A Government officer attending a criminal court of justice as a witness, may be allowed reasonable expenses by the Judge, without reference to the ordinary travelling allowance rules affecting Government servants; and such expenses are to be charged to the grant for LAW AND JUSTICE, and not to the department to which the officer may belong.

Charges on the above account should in future be made in the contingent bill of the judicial officer.

Financial Department.

No. 2,940 of 18th May 1868.

From—Assistant Secretary to Government of India.

To—Secretary to Government of Bengal.

With reference to a letter from the Under-Secretary to the Government of Bengal, to the Accountant General, Bengal, dated 25th January 1868, No. 479, I am directed to state that the Governor General in Council is pleased to confirm the decision of the Hon'ble the Lieutenant Governor, that when a Government officer attends a criminal court of justice as a witness, the reasonable expenses which may be allowed to him by the Judge should be charged to Law and Justice, and not to the department to which the officer may belong.

91. Under the above orders no claim should be presented on behalf of a policeman for reasonable expenses incurred in attending a court of justice, unless the man has been obliged to incur extra expenditure in consequence of his journey to court and stay at a station other than the one at which he is employed.

Circumstances under which allowances are to be given to police for attending as witnesses in Criminal cases.

Chief Court Book Circular No. II—121 dated Lahore, 14th January 1874.

To—All Commissioners and Deputy Commissioners in the Panjáb.

At the request of His Honor the Lieutenant Governor, Panjáb, the following rules are published for guidance of the Criminal Courts of the province, in supersession of all rules on the same subject previously in force.

RULES.

In exercise of the power conferred by the Code of Crim. Pro. (Act X of 1872) sec. 421, the Lieutenant Governor of the Panjáb, with the previous sanction of the Governor General in Council, has made the following rules for the payment of the expenses of complainants and witnesses, attending before any court for the purpose of a trial under the said Act:—

1. The Criminal Courts are authorized to pay, at the rates specified below, the expenses of complainants and witnesses.

(1). In cases in which the prosecution is instituted or carried on by, or under the orders or with the sanction of the Government, or any judge, magistrate or any other public officer, or in which it shall appear to the presiding officer to be directly in furtherance of the interests of the public service;

(2). In all cases entered in column 5 of the schedule appended to the Crim. Pro. Code as not bailable.

(3). In all cases which are cognizable by the police;

(4). Of witnesses in all cases of which they are compelled by the magistrate of his own motion to attend under Chap. XXVI of the Code of Crim. Pro.

2. No payment shall be made by Government to witnesses summoned at the instance of the complainant under section 361, unless the prosecution appear to the court or magistrate to be in furtherance of the interests of public justice; but under this section the magistrate may require the complainants to pay their expenses.

Rates of subsistence allowance, that is, allowance for each day's absence from residence and attendance at Court.

- (a).—For the ordinary laboring classes,—two annas *per diem*.
- (b).—For witnesses of a somewhat higher grade,—four annas *per diem*.
- (c).—For witnesses not included in classes (a) and (b),—a sum not exceeding Re. 1 *per diem*.
- (d).—For ordinary European workmen,—a sum not exceeding Re. 1 *per diem*.
- (e).—For European tradesmen and other Europeans of similar rank,—a sum not exceeding Rs. 3 *per diem*.
- (f).—For witnesses of either nationality not coming within the scope of the above-mentioned classes,—a special allowance according to circumstances.

Travelling rates.

When the journey is made by rail, for classes (a) and (b),—third class fare.

For class (c),—second class fare.

For class (d),—second or third class fare at discretion of the Court.

For class (e),—second class fare.

For class (f),—the fare actually paid.

When the journey is made otherwise than by rail, the necessary and actual expenses of the carriage may be paid at the discretion of the Court, provided the expense incurred does not exceed eight annas a mile, and provided that the journey could not have been made on foot, or in the case of persons whose age, position, or habits of life render it impossible for them to walk.

To natives in class (c) and Europeans in class (f) a further sum may be allowed to cover the cost of carriage hire to and from court on the days of attendance at court.

IX.—EVIDENCE.

92. The attention of District Superintendents is particularly called to Recording evidence judicially, in cases when no one is arrested. Judicial Commissioner's Circular, No. 91, of 1858, on the subject of recording evidence in cases in which no arrests are made.

93. When a police officer is satisfied that he cannot obtain any further clue in a case, he must take before the Magistrate the whole case. The Magistrate will, as prescribed in the above circular, record all the evidence; and in cases where the crime has terminated fatally, take the sworn testimony of the medical officer.

94. This recording of evidence judicially, in cases where the police do not arrest any one, is most important under sec. 321 C. P. C., and it is a duty for which they will be held strictly responsible. Record of evidence in cases where police make no arrests.

95. With the concurrence of the Judicial Commissioner, the following instructions on the subject of recording evidence judicially, in cases when no one is arrested, are issued in continuation of previous orders.

I. The evidence of the Civil Surgeon must, under all circumstances, and in every case, be recorded within one week.

II. If at the end of a week, there is no clue to the party guilty of an offence, all other evidence must be then recorded. If a clue does exist, the recording may be postponed for another week; but under no circumstances may it be delayed beyond a fortnight after the occurrence.

X.—MAGISTERIAL POWERS.

96. The Inspector General of Police, under sec. 5 of the Police Act (V of 1861), exercises the full powers of a magistrate throughout the general police district, subject to such limitations as the local Government imposes.

The local Government have invested him with the powers of a magistrate for the purposes indicated in secs. 6, 29 and 35 of the Police Act.—(*Vide Notification No. 424 of 30th August 1861—page 586 of Panjáb Gazette.*)

97. All Deputy Inspectors General and District Superintendents of Police have been vested with magisterial powers subject to the limitations and restrictions contained in sec. 6 of the Act.—(*Vide Notification No. 220 of 19th March 1863, page 265 of Panjáb Gazette.*)

This order of the local Government has been modified in respect to the powers under sec. 29 of the Act, by the Notification No. 671 of 1st September 1864.—(*Vide pages 234—5 Panjáb Gazette.*)

Powers of District Superintendents to summon witnesses.

98. The powers of District Superintendents of Police to summon witnesses from other districts, are noticed in Chief Court's Book Circular No. V of 1868, given below.

CHIEF COURT, PANJAB.

Book Circular No. V—963 of 1868, dated Lahore, 25th February 1868.

CHIEF COURT OF THE PANJAB.

Present:

C. BOULNOIS, Esq., }
D. SIMSON, Esq., } *Judges.*

A question has been raised by a Deputy Commissioner regarding the power of a District Superintendent of Police, to summon witnesses from another district, and the Chief Court has ruled on the point as follows:—

2. "Although sec. 144 of Act XXV of 1861, (sec. 188 of

Crim. Pro. Code) authorises an officer in charge of a police station to require the attendance of any person within the limits of his station who is acquainted with the facts and circumstances of any case into which he is inquiring under sec. 135 (secs. 114, 115,) the Code is silent as to the power of a District Superintendent of Police to summon witnesses, either within his own district or from another district.

3. By Panjáb Government Notification No. 671, dated 1st September 1864, the Lieutenant Governor was pleased to direct that the magisterial powers vested in District Superintendents of Police by Notification dated 19th March 1863, should be exercised only in accordance with the provisions of Act XXV of 1861, subject to the restrictions, and limitations contained in sec. 6 of Act V of 1861.

4. The Court is of opinion that as a magistrate, a District Superintendent of Police has power to summon a witness from another district, who is supposed to be acquainted with the facts and circumstances of the case into which he is inquiring, provided that, in the language of sec. 6 of Act V of 1861, such a course is necessary for the preservation of the peace, the prevention of crime, and the detection, apprehension, and detention of offenders in order to their being brought before a magistrate.

5. In every case in which a District Superintendent may exercise the power he must be able to affirm the necessity in terms of the section above quoted. This will not ordinarily be the case where there are persons in custody on a *prima facie* charge, as they must be sent before the magistrate within a reasonable period, which must not in any case exceed twenty-four hours (sec. 152 Code of Crim. Pro.—124 of new Code). If the inquiry cannot be completed within that period, it would be more convenient for the magistrate to summon the witnesses than the District Superintendent, and this would be more in conformity with the spirit of the law.

6. The exercise of the above power by the District Superintendent should therefore be confined by the Magistrate to exceptional cases of real necessity; and delay in securing the attendance of a witness from another district should not ordinarily be deemed sufficient cause for granting a remand."

99. The jurisdiction and powers conferred by Part II of the European Vagrancy Act, 21 of 1861, on a Justice of the Peace exercising full powers, were vested in certain police officers named in Notification by Panjáb Government, No. 54 of 11th January 1870—(*page 16 of Panjáb Gazette.*)

Powers of certain police officers under European Vagrancy Act.

100. The entire Vagrancy Act is now in full force in the Panjáb as declared in the following notification by Government of India—
 Extent of application of Vagrancy Act. (see *Panjáb Gazette*, p. 724).

No. 900. of 22nd February 1872—Home Department.

In the exercise of the power vested in him by the last clause of sec. 2 of the European Vagrancy Act, 1869. His Excellency the Acting Governor General in Council is pleased to extend secs. 4 to 16 (both inclusive) 19, 20, 24 and 29 of the said Act to the Panjáb as well as to the dominions of the Princes and States in alliance with Her Majesty, situated within the limits of that Province, with effect from the date of the republication of this notification in the local Gazette of the Government of the Panjáb.

Deputy Inspectors and superior officers of Railway police vested with the powers of an officer in charge of a police station.

101. The Local Government have directed that the following circular, issued under the orders of the Bengal Government, shall be adopted in this province.

All Deputy Inspectors and superior officers of the Railway police, in the Panjáb, are vested with the powers of an officer in charge of a police station.

Circular No. 16, dated 18th May 1868, from Inspector General of Police Lower Provinces to all Deputy Inspectors General and District Superintendents of Police.

The Lieutenant Governor has been pleased to declare, in virtue of the power conferred by section 12 of Act V of 1861, that Sub-Inspectors of the Railway police, and all officers above that grade, shall have the powers of officers in charge of police stations, within the districts along the line, for the purpose of enquiring into railway cases only.

XI.—PARDONS.

Police may not offer pardons.

102. Police officers have not power to offer pardons to offenders on any terms whatever.

103. When, in a case which is triable by a Court of Session, a police officer considers it is desirable to offer a pardon, he should bring the same before the Magistrate, who, under sec. 347 C. P. Code, has certain powers adequate to meet the emergency.

104. Police officers are enjoined to be most careful to instruct their subordinates that, any infringement of this rule will render them liable to severe punishment. It is most necessary that the very improper practice of telling a prisoner he will be pardoned if he confesses, should be entirely stopped.

105. District Superintendents should bring prominently to the notice of committing Magistrates, in the manner pointed out in annexed letter, those features of thaggi and other very heinous cases which tend to show that the perpetrators of the crime did not trust to isolated action, but formed one of a band of thugs, dakaits, or professional swindlers. In such cases alone, it is expedient to request the committing Magistrate, or the Sessions Judge, to recommend a conditional pardon, as the only object is to obtain approvers, who really have it in their power to give such reliable information as will lead to the capture and conviction of their confederates.

Copy of a docket No. 1,537, of 8th October 1864, from Judicial Commissioner Panjáb, to Inspector General of Police Panjáb.

States that the proper course to be followed, is, after obtaining the conviction of any thag who is likely to prove useful as an approver, application should be made to this office, with the object of a recommendation being made to Government for the exercise of the power, given under sec. 322 Crim. Pro. Code, of a conditional pardon, which could of course be revoked at any time if the conditions were not acted up to.

106. In consequence of escapes from indifferent surveillance, it is desirable that in all cases in which persons are offered free pardons, under sec. 347 of the Crim. Pro. Code, the District Superintendent of Police should ask the Magistrate of the district to pass an order, that such individuals are to be kept in regular police custody until the evidence they undertake to produce, which is indeed the condition on which they are pardoned, is given, tested, found to be in all respects what was promised, and the case settled.

While persons are in such custody the vigilance of the police must in no way be relaxed.

XII.—REMANDS.

Procedure in cases sent for trial from district to sadr station.

107. The following rules are to be observed by all police officers, and District Superintendents should take the necessary steps to ensure their being carefully attended to.

Procedure as regards cases sent in from the district to the sadr station.

Every case on arrival at the sadr station, whether complete or incomplete, must be brought before the magistrate on the first court day.

If incomplete, the police should apply for a remand of the prisoner, until the necessary evidence can be obtained; police officers have no power to detain witnesses whilst further evidence is being sought for.

The rules as regards securing the attendance of witnesses when required, fully meet all that is necessary.

The police may, and ought, in certain cases, to accept the bail offered by defendant; but they cannot release from bail any defendant. If it appears that the charge from any cause must fall to the ground, the magistrate should be solicited to release the bail bond.

Prisoners brought for trial to the sadr station, and arriving when the magisterial courts are open.

108. As there appears to be doubt and uncertainty in practice on the following points, the course now prescribed, will, in future, be carefully attended to by all police officers.

A prisoner brought for trial to the sadr station, and arriving when magisterial courts are open, must be brought at once before the magistrate; if the case is complete, and the magistrate is unable to try the case that day, he will pass an order directing the prisoner to be placed in the lock-up attached to the magisterial department, stating when he is to be brought up for trial. If the case is incomplete, the police will ask for a remand of the prisoner for so long as they require for further investigation. The remand being obtained, the prisoner will be at once placed in the magisterial lock-up; the case, however, remaining on the police returns as "prisoner on detention under remand."

109. Prisoners, arriving when the magisterial courts are closed, will be placed in the lock-up attached to the sadr police station. In this case, before 24 hours have elapsed after arrival, the prisoner must be brought before the magistrate for trial. If it should so happen that owing to holidays the magisterial courts are closed, it will be the duty of the police officer to report the cases to the magistrate, and obtain his order to place the prisoner, whether for remand or for trial, in the lock-up attached to the magisterial department; this must be done within 24 hours of their arrival at the sadr station. It is of the utmost importance that police officers are very particular on this point, not only because it is expressly ordered in the Crim. Pro. Code, but because it is essential to the ends of justice.

110. The *hiawalát*, or, as it is now called, the lock-up, attached to the magisterial department, belongs solely to that department; in it are detained prisoners pending trial by the orders of the magistrate, and prisoners on remand. Police officers may not place any one in this lock-up, nor take any one out of it without the written orders of the magistrate. The police guard the outside of this lock-up and have nothing to do with the inside. A turnkey, paid by the magisterial department, has charge of the prisoners; and the key of this lock-up must never be kept by any member of the police department.

XIII.—SEARCHES.

111. Directly a prisoner is arrested on any of the charges specified below he must be thoroughly searched; this must be done in the presence of one or more independent witnesses, who are not connected with the police department. Every effort should be made to secure the presence of at least two witnesses.

Torough search directed in cases of arrest for vagrancy.

Murder or attempts to murder, or wound.

Manlaughter.

Rape.

Robbery, and attempts to rob.

Burglary or house breaking.

Cattle stealing of any kind.

Stealing from a dwelling house, the person, or theft generally.

Receiving stolen goods.

Embezzlement, and also arson either of property or buildings.

All cases of forgery and coining.

Vagrancy (which comprises all cases where the person arrested has no ostensible livelihood.)

All property found to be marked.

112. All property found, not actual clothing, must be carefully marked and labelled, so that its identity is a matter of certainty.

The most trifling article should be noticed. The Judicial Commissioner, in a murder case which came before him remarked that, "had a certain bit of string been produced from the person of the prisoner *at once*, before respectable and independent witnesses, and had it been labelled, locked up, and placed beyond the arena of doubt, that bit of string might have proved strong enough to hang the prisoner."

Prisoners not to be allowed to make away with weapons.

113. The greatest care must be taken when a prisoner is arrested, to guard against his getting rid of any weapon or article of property, which may furnish evidence of his guilt.

114. Constables receiving prisoners will be careful to ascertain that they have been thoroughly searched, according to the above rules, by the police party from whom they receive the prisoner.

Constables to see that prisoners made over to them have been searched.

115. The attention of all police officers to the provisions of sec. 380 C. P. C. on the subject of searches effected beyond the jurisdiction of a police station, by means of a search warrant issued by the officer in charge, to the officer in whose station limits the search is to be made.

Procedure prescribed in all cases of search beyond the jurisdiction of a police station.

116. Cases have occurred in which police officers have attempted a search beyond the limits of their own station, and not in the manner prescribed by law. In both cases the villagers, probably from not knowing the police officers, resisted the capture and rendered a serious disturbance probable. It must be understood that

Errors of police in regard to their powers to search.

these were not cases coming within the provisions of the Crim. Pro. Code, in which the police officer was pursuing with a view to arrest, nor had the criminals escaped and taken refuge in a house in which the police officer would be entitled to arrest them.

117. The attention of all officers in charge of police stations should be called to the imperative necessity of adopting the procedure prescribed in sec. 380 above mentioned, when they desire to effect a search beyond the limits of their own stations. Police officers, however, are not, on the other hand, to treat with indifference information received as to the whereabouts of things essential to the conduct of enquiries into cognizable offences in which they are authorized to investigate. It is their duty to take all proper measures with promptitude, and in every case in which the necessity arises, issue the search warrant as contemplated in the section before quoted; and in important cases, if needs be, take it themselves and so satisfy themselves that it is carried out.

XIV.—STAGE CARRIAGES.

118. Act XVI of 1861.—In the subjoined letter, the Local Government decided that the Act would not be enforced against the owners of "*Ekkas*," exempted from the Act.

No. 1,344, dated 16th August 1861.

FROM—The Secretary to Government, Panjab,
TO—The Inspector-General of Police, Panjab.

Draws attention to the Act for licensing and regulating stage carriages, published in the *Panjab Gazette* recently, and informs him that the Act will apply at present *only* to the *Dak* Companies. Owners of *ekkas* are excluded from the operation of the Act at present.

Co-operation of Deputy Inspectors General invited in the matter of preventing ill usage of *dak* horses.

119. The Government have drawn attention to the wretched state of the *dak* horses in the Panjab; and have in the subjoined circular called on all Civil officers zealously to co-operate in remedying the evil.

120. If a policeman

How police are to act when they see wounded *dak* horses.

observes wounded or galled horses at a *chauki*, he should enquire whether they have been recently driven; if any evidence is forthcoming, either from witnesses or from the fact of a horse being led back with harness on, covered with perspiration, he should, as provided in Sec. 34 of Act V of 1861, lay information of an offence having been committed under Sec. 9 of Act XVI of 1861.

121. Deputy Inspectors in charge of stations, on the grand trunk road, should be called upon to furnish the information required for the return attached to the Secretary's circular, and the European officers of police when visiting such stations should ascertain the correctness of the information received.

Circular No. 3 dated 9th March 1865.

FROM—Secretary to Government Panjab.

TO—Comrs. Rawul Pindee, Lahore, Umritsur, Jullundur, Umballah and Delhi.

The wretched condition of many of the horses used by *Dak*-Carriage Companies, and the harsh treatment received by them have attracted the notice of His Excellency the Viceroy, and he is desirous that all legal means should be adopted for the prevention of the cruelty not unfrequently exercised towards them.

2. I am directed therefore by His Honor the Lieutenant Governor to call your attention to Sec. 34. Act V of 1861, Act XVI of 1861, and Sec. 38 of the (*old*) Crim. Pro. Code, and to request that you will call upon the magistrates of those districts in your division through which

the grand trunk road passes, to take measures in communication with the officers of the police department, for enforcing vigorously the provisions of the law, where enquiry may show that they are not properly enforced.

3. I am further desired to request that for the present a monthly statement, in the form given further on, be furnished to this office, showing the state of the dak horses at the different chaulkies, the measures taken for securing a proper and continuous enforcement of the law, and the number of occasions in which it has been so enforced.

122. Panjab Government's circular 9 of 1868 on the subject of licences under

Licences granted to proprietors of dak carriages. the Stage Carriage Act, prescribes certain rules which should be carefully observed.

123. By the law (Sec. 11) the police are authorized, without warrant, to seize

Powers of police to seize stage carriages. stage carriages, on which the particulars as to licence are not painted in the manner required by Sec. 5 of Act XVI of 1861, and only when within two miles of the office of a magistrate actually present in the station. Their duty with regard to the rules now promulgated, is to give early information of breaches of them. In towns in which Sec. 34 of Act V of 1861 is in force, a police officer would be justified in arresting without warrant coachmen and others cruelly treating dak horses.

Order to be posted up in stations along grand trunk road. 124. Spare copies of this circular, in vernacular, should be pasted on boards and hung up in every police station along the trunk road.

Circular No. 9, dated 7th July 1886.

FROM—Secretary to Government Panjab and its Dependencies,
TO—All Commissioners in the Panjab.

I have the honor to forward herewith a set of rules for the guidance of magistrates in enforcing the provisions of Act XVI of 1861 (the Stage Carriage Act).

2. I am to request that all proprietors of dak carriages in your division or their agents, be duly informed of these rules, and that a copy of the rules be endorsed on every licence granted by magistrates.

3. Two months' grace should be allowed from the date of the proprietors receiving the present notice, before conditions 1, 3, 4, 5 and 6,—so far as they go beyond existing rules—are enforced; but after the expiration of the above period, full effect should be given to them. The proprietors of dak carriages should be informed accordingly.

Notice.

1. A carriage licensed for one horse shall be licensed to carry no more than one passenger and 80 lbs. of luggage. A carriage licensed for two horses shall be licensed to carry no more than 3 passengers and 240 lbs. of luggage; or 4 passengers and 120 lbs. of luggage.

2. A licence is liable to be cancelled if it should appear to the magistrate that the carriage, or any horse or harness used therewith, is unsafe or unserviceable, or otherwise unfit for public use.

3. No stage carriage of which the doors or shutters are insecure, or of which the lining or cushions are in a torn or filthy condition, or which is without splash-board and guards over the wheels, will be considered serviceable and fit for public accommodation, and the employment of any such carriage will entail cancellation of its licence.

4. No horse with galled shoulders, or other open wound, or that goes lame, or that is weak, broken winded, or otherwise in bad condition, or that is less than 13 hands high, or that in the preceding 24 hours has been driven more than two stages of six miles, will be considered serviceable and fit for public use; and the employment of any such horse will expose the licensee of the carriage in which it shall be employed to cancellation of its licence.

5. Every horse employed in a licensed carriage must be fitted with a properly fitting chest-band or collar; any horse not so fitted will be considered to be used with unserviceable and unfit harness, and the proprietor of any stage carriage in which such horse is employed, will be liable to cancellation of its licence.

6. Any proprietor, agent, or driver of a carriage, who knowingly permits it to be drawn by a less number of horses than that specified in the licence, or who knowingly permits more passengers or luggage to be carried in such carriage than is provided in his licence, is liable to a fine for the first offence of 100 Rupees, and subsequently of 500 Rupees. And the proprietor of any carriage, with which such offence is committed, is held to have knowingly permitted such offence, unless he can be shown to have taken every reasonable precaution, and to have made reasonable provision to prevent its commission.

7. Any person who cruelly beats, ill-treats, over-drives, or abuses, or causes or procures to be cruelly beaten, ill-treated, over-driven, or abused, any horse in a stage carriage is liable to a fine of one hundred Rupees. Drivers, proprietors, or agents, who drive or cause to be driven in a licensed carriage, any horse for more than 2 stages of 6 miles within the space of 24 hours, will be considered to have cruelly ill-treated, over-driven, and abused such horse, within the meaning of the above provision.

125 In cases occurring under the Stage Carriage Act the action of the police under Sec. 34 of Act V of 1861, is limited in respect of locality by the following ruling of the Chief Court:—

Roads on which police may exercise their powers under Carriage Stage Act.

No. 322 dated 20th January 1868.

- FROM—The Registrar Chief Court of the Panjab,
To—The Inspector General of Police, Panjab.

In reply to your letter No. 69 dated 8th instant, I am directed to state that in the opinion of the Court, the words *any road* in sec. 34 of Act V of 1861, mean any road within the limits of any town to which that section has been specially extended by the Local Government.

126. District Superintendents must insert in their monthly returns of the Prosecutions under the Stage Carriage Act. working of the Stage Carriage Act not merely the number of prosecutions and their results, but the cause of failure in any case that breaks down.

127. It must of course be understood, that District Superintendents are not Police not to comment on to comment on the judicial action in such cases, but action of magistrate. briefly mention the reason why a conviction was not obtained.

Form.

POLICE DEPARTMENT.

DISTRICT

Statement showing the state of Dāk horses, and the measures taken for enforcing Act XVI of 1861, in this district, during the month of 187 .

1	2	3	4	5	6
Number of horses at each choki of the several Dak Companies plying in the district.	Their condition.	Number of times inspected during the month, and by whom.	Number of cases in which criminal proceedings have been taken, the sections under which they have been taken, the result, and name or description of parties punished.	Number of cases in which licences have been cancelled, the grounds on which they have been cancelled, and the name or description of the licensees whose licences have been so cancelled.	REMARKS.

(Form prescribed in Panjāb Government Circular 9 of 7th July 1868, para 123.)

XV.—WOUNDED PERSONS.

128. If defendants charged with cognizable non-bailable offences, or with bailable offences, for which they are unable to give bail, have received bodily injuries, the police must, if the lives of the wounded persons will not be endangered by moving, arrange for conveying them to the jail hospital of the sadar station, where they can receive medical attendance, and their safe custody be ensured without extra guarding. In such cases the charge against a wounded man must be brought before a magistrate on the next court day, and a "remand" ap-

plied for. But if the injured party cannot be moved without endangering life, then, the nearest magistrate must be requested to come and take the statement or confession of the person as the case may be, and give such orders regarding his further disposal as may appear to him necessary. It is the duty of the police to endeavour to obviate as far as lies in their power the sufferings of the wounded prisoner, and to convey him to the jail hospital, so soon as he can be moved without endangering life thereby.

129. If the injured person, on the other hand, should not be charged with Evidence to be taken before removal in certain cases. any offence whatever, and his evidence is very important for the ends of justice, also if any attempt to move him would entail much suffering and pain, though possibly not actual injury to life, then the nearest magistrate should be requested to take his evidence at once for transmission to the District Superintendent of Police. If, in this case, the injured person express a desire to be sent into the sadr to get the benefit of medical advice, the police department shall arrange to send him in after his deposition has been taken by the nearest magistrate.

130. If the injured person is charged with an offence for which bail is accepted, then, if within ten miles or thereabouts of the sadr, and if his life will not be endangered by moving him, the police will arrange for conveying him to the sadr station hospital with the least possible delay or pain to the sufferer.

131. Directly a case reaches the jail or sadr station hospital, the subordinate Medical officer to state whether case will prove fatal within twenty-four hours. medical officer in charge will at once give the police a statement of the case. This statement the police will take to the Civil Surgeon, and the Civil Surgeon will inform the District Superintendent of Police whether it is a case likely to terminate fatally before the next twenty-four hours, and whether it is likely to be a long time before the patient can be removed to appear before the magistrate.

132. The District Superintendent will send his report to the magistrate, and if it is a case likely to terminate fatally before twenty-four hours are over, the magistrate will go to the hospital or depute an officer to take the statement of the patient.

133. So long as the police have cases in either hospital connected with judicial cases, so long must one or more police constables be on duty night and day, at each hospital. Their duty is to be ready to receive the report of the medical department and to take it to the police officer.

134. Should symptoms dangerous to life occur before or after the twenty-four hours above noted or at any time, the medical department to give notice. must give immediate notice to the police officer by the constable on duty.

135. With the police department rests the responsibility of conducting parties from the hospital to the kacheri; but in all cases the opinion of the medical officer is to be taken as to the possibility of such removal being detrimental to the health of his patient.

136. When, as noted in above orders, wounded prisoners are placed in the jail hospital, under the charge of the police, an order for their retention must be obtained from the magistrate within twenty-four hours of their being placed in the said hospital. As a general rule, they should be brought up for trial directly the medical officer pronounces that they can be moved without injury to life.

Sick or wounded prisoners under trial at a sadr station, to be confined in the Jail Hospital Dispensary.

137. With the sanction of Government, the Inspector General directs that, sick or wounded prisoners under trial at sadr stations, be confined in Jail Hospitals whenever medical advice or treatment may be necessary.

Dispensaries afford no secure place of custody, and are not to be used for the above purpose.

XVI.—MISCELLANEOUS:

(1).—Cattle misappropriated.

138. To remove doubts as to the correct procedure on the part of the police, in cases where strayed cattle have been misappropriated, an extract from a letter from the Judicial Commissioner on the subject is given below for guidance.

It will be seen action is taken by the police on the ground that possessing misappropriated property is possessing stolen property; but entries must be made of such offences in the returns as found by the magistrate.

Extract from a letter No. 788, dated 3rd April 1865, from Judicial Commissioner Panjab, to Inspector General of Police Panjab.

"In practice, therefore, when a complaint is made at a police station by A, that B, is in possession of his (A's) cattle which had strayed from his fields, and that he (A) has reason to believe that the cattle were criminally misappropriated, and that B retains possession of them, knowing them to have been so, the police officer may proceed with the case as falling under sec. 411 Indian Penal Code, and make his investigation.

If he considers that the cattle have been criminally misappropriated, or in other words, that the property is stolen, he may arrest B, under sec. 92 Crim. Pro. Code, as a person found with stolen property in, his possession; or under sec. 114 Crim. Pro. Code, as a person charged with an offence (section 411 Indian Penal Code), for which a police officer may arrest without warrant. He may at the same time take possession of the cattle.

In this way a police officer may act at once, without reference to a magistrate for orders."

(2).—Breach of Rules under the Forest Act.

139. The subjoined Forest Rules, confirmed by the Governor-General in Council, are published for guidance. District Superintendents of Police are reminded that, by virtue of Sec. 8 of Act VII of 1865, the police can arrest without warrant any persons infringing these rules, and may seize any implement used in such infringement, and any timber liable to confiscation under the Act.

(FORESTS.)

The 11th March 1871.

No. 17 F.—The following Rules drawn up under Act VII of 1865, have been confirmed by the Viceroy and Governor-General in Council, and are, in accordance with Sec. 6 of the Act, published in the *Gazette of India* :—

Rules to regulate the use of streams and canals for the floating of timber, the collection of drift, unclaimed and stranded timber, and the transit of timber in the Panjab.

1. The right of floating timber by natural streams and artificial canals in British territory is reserved in all cases, and the control of all such streams and canals as regards the floating of timber, is vested in the Local Government.

2. All timber or wood found adrift in any river or water, or stranded on any shore, island, river-bank, or otherwise within British territory, and all unmarked wood or timber, may be taken charge of by any forest officer or other person specially authorized in that behalf by the Conservator of Forests, and may be brought to any Government Timber Depot.

3. At the stations of Wazirabad, Madhopoor, Trimmu Ghât, Nadaon, Nowshera, Pulhân, and at such other stations as the Conservator of Forests may from time to time direct, notices shall be published on the last day of every month, stating the number and description of

pieces of drift and unclaimed timber brought in during the month under the provisions of Rule 2, and calling on claimants to send in the particulars of their claims. If within one month from the date of publication of such notice no claimant appear or establish his title, the unclaimed wood or timber shall be dealt with in the manner prescribed in Secs. 25, 26, and 27 of the Act, V of 1861, for the treatment of unclaimed property, or according to such other law as may be in force at the time regarding the disposal of unclaimed property.

4. All claims to drift timber shall be decided by the Conservator of Forests, or such officer as he may from time to time authorize in that behalf, provided that, if a dispute arises between two or more parties laying claim to the same timber, the matter shall be referred to the Civil Court, unless the parties consent to the arbitration of the forest officer aforesaid.

5. Permission to parties wishing to collect their own timber which may have gone adrift, will be granted on application at the discretion of the forest officer in charge of the river. The permit must show the marks which should be on the timber, and the holders will only be entitled to take away such timber as bear those marks.

6. Persons who have saved any timber shall not be entitled to retain the same after tender of the authorized payment (the rates will be published in the *Gazette*) for salvage service; but shall on tender as aforesaid, deliver the same to any person having authority from the officer in charge of the river to receive it.

7. No person whose timber may have been brought to any station as drift or unclaimed timber shall be entitled to remove the same before payment of the salvage or other expenses (if any) incurred in bringing it in. If the salvage or other expenses are not paid, and the timber redeemed within one month from the date of issuing a written notice by the forest officer and calling on the owner to redeem the same, the forest officer shall be entitled to sell the wood, and after deducting the sum due for salvage or other expenses for the benefit of Government, pay any balance that may remain to the owner of the timber sold.

8. No person not being the lawful owner, or acting on behalf of the lawful owners shall without the permission in writing of the Conservator of Forests, or other forest officer specially appointed on that behalf by the said Conservator of Forests, or by decree or order of a competent Court, convert, cut up, burn, remove, conceal, sell, or otherwise dispose of any wood or timber while in transit or stranded on the banks of any river, or lying in any other place whatsoever.

9. No person shall remove or efface any property-mark from any timber while in transit on any river or water, or stranded on the islands or shores thereof, nor shall he put any mark upon any timber which is not his own, nor shall he use any Government mark, except with the permission of the Conservator of Forests, or the forest officer in charge of the river.

10. Any person who shall offend against the provisions of Rules 8 and 9 shall be liable to a fine not exceeding Rs. 200, and in default of payment of such fine, to simple imprisonment for a term not exceeding three months.

(3).—Recording cases discharged but subsequently prosecuted.

140. The following procedure regarding the correct mode of returning the

Mode of recording cases discharged but subsequently prosecuted to conviction.

cases of persons who are discharged by one criminal court and convicted by another on the same facts, is laid down for guidance.

A similar procedure should be followed where the Chief Court, sitting as a Court of revision, quashes acquittals on points of law and the new trials result in convictions.

No. 3372, dated 14th December 1870.

From—Officiating Inspector General of Police, Panjab.

To—Officiating Deputy Inspector General of Police, Lahore Circle.

In reply to your No. 1563 of the 8th December, reporting the reason for the large number of discharged persons in the Kangra district, I have the honor to inform you that, in my opinion, when a person is discharged either under Chaps. XI or XIV of the Code of Crim. Pro. (*Chaps. XV and XVII of new Code*) and is subsequently re-arrested and prosecuted to conviction on the same charge, for police purposes but one case, one arrest and one conviction should be shown in the departmental returns.

Of course this procedure should only be followed when the evidence offered on behalf of the prosecution on both occasions covers the same facts.

(4).—Cases referred to police for inquiry.

141. In all cases referred to the police for inquiry by subordinate magistrates

Procedure in cases referred to the police for inquiry by Subordinate Magistrates. a return must be made to the order, in the same manner as would have been done had the case been referred by the Deputy Commissioner. If however, in a case, cognizable by the police, which is referred to them for enquiry by a subordinate magistrate, they make arrests, it will be for them to determine on the evidence they have collected, the charge on which to send the prisoner for trial, and if it is one in which the subordinate magistrate who referred the case had no jurisdiction, it is the duty of the police to send the arrested parties, and bind over the prosecutor and witnesses, to appear before the magistrate *having* jurisdiction, informing the magistrate who referred the case, in the return to his order, what has been done.

142. The object of allowing this exercise of their discretion to police officers,

Police allowed to exercise their discretion in regard to the charge under which to send up prisoners in non-cognizable cases. is to ensure speedy justice; they should therefore be most careful, by reference to the schedule attached to the Crim. Pro. Code, to ascertain the necessity for sending a prisoner to a magistrate other than the one who referred the case to them for enquiry.

Extract from a letter No. 137 dated 11th January 1867, from the Inspector General of Police Panjab, to the Government Advocate Panjab.

I beg to solicit your opinion on the following points.

1. If a case is sent by a subordinate magistrate to the police for enquiry, and the police on enquiry discover the case to be one which the said subordinate magistrate cannot try, and also make an arrest in the case, is it, or is it not, the duty of the police to send the person so arrested to the magistrate who has jurisdiction.

2. I find by sec. 151, (123) Crim. Pro. Code, that if a person is arrested for a non-bailable offence, the police are bound to send the said person to the magistrate having jurisdiction; and I cannot discover any other procedure prescribed by law for the police. This section, be it observed, demands from the police the exercise of their common sense; first, as to whether the case is bailable or non-bailable; and second, as to what magistrate can try it. The law is evidently anxious to ensure speedy justice, and that the person arrested shall be taken with the least possible delay before the magistrate who can try the case.

3. My own opinion, is that the police have by law no option: the person arrested *must* be sent before the magistrate having jurisdiction.

Copy of a letter dated 19th January 1867, from the Government Advocate Panjab to the Inspector General of Police Panjab.

In reply to your letter (No. 137) I beg to state that, in my opinion, no express provision is made by the Crim. Pro. Act, for the case of a preliminary enquiry ordered by a subordinate magistrate into a non-cognizable offence, which turns out to be beyond his jurisdiction, and of an arrest being made as the result of such enquiry. Sec. 135 (114) says "upon complaint or information being preferred to an officer in charge of a police "station of the commission of an offence specified in the schedule, as one for which police officers may arrest without "warrant," but it does not go on to say "or upon the officer in charge being directed by a "magistrate to institute an enquiry into an offence specified in the schedule as one for which "the police cannot arrest without warrant;" nor do the other Secs. of Chap. IX (X) seem to imply that this case is under contemplation.

2. The duties of the police must therefore be gathered from the general intention of the Act; Sec 275* enacts that, police officers and others, shall obey orders and processes issued by subordinate magistrates, in like manner as if such orders and processes had been issued by the magistrate of the district; and I am clearly of opinion that a police officer, who should fail to make a return to the subordinate magistrate of his order for enquiry having been complied with, would be guilty of a breach of duty.

3. But, having thus "obeyed the order" of the subordinate magistrate, viz. by instituting the enquiry and informing him of its results, the police officer should, it appears to me, forward the person arrested to "the magistrate having jurisdiction in the case." The subordinate magistrate has it in his power to bring the person arrested before himself, by

*Omitted in Act X of 1872.

issuing a warrant, and if he does not exercise this power he must be taken to intend that the ordinary provisions of the statute, as to preliminary enquiries by the police, should apply; and the police having by his direction acquired the right to institute the enquiry, are to deal with the arrested person, as if it were a case of a cognizable offence brought to their notice by complaint or information.

4. The object of all the provisions of Chap. IX (X) is, apparently, to bring the arrested person with as little delay as possible before the magistrate having jurisdiction in the case; and as the police are throughout entrusted with the task of deciding by means of column 7 of the schedule, by what court the offence is triable, it can hardly be supposed that the Legislature intended, in the present instance, to necessitate an intervening enquiry, and so to occasion needless delay in trial.

5. Another ground for this view is that, by Sec. 158 (130) the police have power to take recognizances from such witnesses as they may think necessary, "for their appearance before the magistrate having jurisdiction in the case," so that, supposing these latter words to apply to a subordinate magistrate who directs an enquiry, witnesses would be exposed needlessly to the inconvenience of an appearance before a court whose proceedings must be merely formal.

(5).—*Currency Notes—Lost or Stolen.*

143. The following opinion of the Government Advocate regarding the mode of dealing with currency notes which have been stopped
 Duties in regard to stop-
 ped currency notes.

is republished for convenient reference.

Opinion by Government Advocate Panjab.

As to the first question propounded, I am of opinion that the police can take no lawful action in regard to notes advertised by the Currency Department as stolen notes without also adverting to the question whether the possession of the notes is, at the time when such action is to be taken, an honest or dishonest possession.

2. Taking the definition of "stolen property" in sec. 410, of the Penal Code, as a guide to the meaning of the same expression in the Pro. Code, the last sentence of the definition has a most important bearing upon the question under consideration. The property in currency notes, as in coin, is, as a rule, transferred together with the possession. In all cases when the person into whose hands they come, receives them *bona fide* and for value, he is legally entitled to retain them, whether stolen or not, even, against the true owner. Consequently in the hands of a *bona fide* holder, stolen notes cease to bear the character of stolen property, and so much of the Crim. Pro. Code as warrants interference by the police with stolen property, or persons in possession of stolen property, ceases to be applicable.

3. The second question must also be answered in the negative.

4. There is no legal duty cast upon the holder of a note advertised as lost or stolen, to communicate with the Currency Department. Such a person may see and disregard the advertisement, without thereby forfeiting his title to a note which had previously been acquired by him *bona fide* and for value. And a person taking a note so advertised with knowledge of the advertisement may, notwithstanding, establish a good title to it, if he can prove that he took it *bona fide* and for value, although the proof of this may be more difficult by reason of his knowledge of the advertisement.

APPENDIX.

No. I.

POLICE STATION (Name).

Charge Sheet under Section 127 Criminal Procedure Code.

DISTRICT.

No. of Charge Sheet		Date and hour of arrival of accused and witnesses at Sadr Police Office.										Date and hour of transmission to the Magistrate's Court for trial.				REMAND.																									
Date of arrest		Date of despatch from Police Station		3		4		5		6		7		8		9		10		11		12		13		14		15		16		17		18		19		20		21	
Name, caste, parentage and residence of complainant.		Name, parentage, caste, age, and residence of accused.		Appearance and particular marks.		Offence charged (giving section of law offended against) and date on which committed.		VALUE AND DESCRIPTION OF PROPERTY.		Whether accused is in custody, is on bail, or on recognizance.		To the fact.		To the apprehension.		To the arrest report.		Property.		Body.		Weapons.		Previous enmity.		Other points.		Material evidence.		These must be proved by an extract from the record, signed by the proper officer and by witnesses to identity. Enter documents and witnesses, on state offences and dates, and ask for evidence to be procured.		PREVIOUS CONVICTIONS.		WITNESSES FOR THE ACCUSED.		GENERAL REMARKS.		REMAND ASKED FOR BY POLICE.			
To the fact.		To the apprehension.		To the arrest report.		Property.		Body.		Weapons.		Previous enmity.		Other points.		Material evidence.		These must be proved by an extract from the record, signed by the proper officer and by witnesses to identity. Enter documents and witnesses, on state offences and dates, and ask for evidence to be procured.		PREVIOUS CONVICTIONS.		WITNESSES FOR THE ACCUSED.		GENERAL REMARKS.		REMAND ASKED FOR BY POLICE.		Reasons for which remand is needed; and whether in police or judicial lock-up.		From		To									

Dated

187 , }

Signature of inquiring officer.

Signature.

ABSTRACT OF THE FACTS OF THE CASE.

1		2		3	
Name of witness.		To what fact.		Abstract of what the witness is expected to say.	

(Form referred to in para 6.)

No. II.

POLICE STATION (Name)

DISTRICT.

Road Certificate of prisoners and property despatched to the office of the District Superintendent of Police.

1	2	3	4	5	6	7
Name of person, parentage, and offence charged by the police. File charge sheet No.	Date and time of despatch from police station.	Description of property sent, with number and weight of each article.	Amount of diet money expended on account of prisoners and witnesses.	Date and time of arrival at sadr station.	Signature of receiving officer.	REMARKS.

Date

187 .

MÉMO.

1. This certificate to accompany all prisoners or property despatched from one police station to another.

2. The receiving officer, after having signed an acknowledgment of the same will return the certificate to the officer who issued it, and who will keep this document in his office.

Signature.

No. III.

POLICE STATION (Name)

DISTRICT

Charge Sheet Slip No. to correspond with No. of Charge Sheet.

1	2	3	4	5	6	7	8	9	10	11	12	13
No. of Charge Register.	Date of charge.	No. of persons apprehended.	Names of persons apprehended.	Offence charged by the police.	Value of property.	Recovered.	Date of apprehension.	Date transferred or escaped.	Date of charge sheet.	Date of arrival at Court.	Offence found.	Date and decision of Magistrate.
					Stolen.							

(Form referred to in para 12.)

MEMORANDUM.

The following orders are superseded :—

1	2	3
II.—Charge Sheet.	VI.—Bail.	XIII.—Searches.
<p>Cir. 35 of 1864, (<i>the whole.</i>) " 19 of 1865, (<i>Part referring to charge sheet only.</i>) Memo No. 2,157 of 24th Augt. 1867. Cir. 57 of 1871, (<i>the whole.</i>)</p>	<p>Cir. 58 of 1862. " 36 of 1869.</p> <p>VII.—Breach of Rules under Cantonment Act.</p> <p>M. No. 1,858 of 30th June 1870.</p>	<p>Cir. 75 of 1861. " Memo 1,105 of 1865. " 36 of 1865. Letter No. 684 of 17th March 1868. Cir. Memo 608 of 1871.</p>
III.—Custody of Property.	VIII.—Diet of prisoners and allowances of witnesses.	XIV.—Stage Carriages.
<p>Cir. 13 of 1867, (<i>the whole.</i>) " 9 of 1870, (<i>the whole.</i>)</p>	<p>Cir. 44 of 1861. " 101 of " " 12 of 1863. " 15 of " " 2 of 1868. " 40 of " Cir. M. 3,333 of 1869.</p>	<p>Cir. 72 of 1861. " 33 of 1864. " 7 of 1868. " 21 of 1865. C. M. 1,891 of 1868. " 4,010 of 1871.</p>
IV.—Arrest.	IX.—Evidence.	XV.—Wounded persons.
<p>Cir. 37 of 1861. " 24 of 1862. " 27 of 1867. " 31 of " " 23 of 1868. " 23 of 1870. C. M. 608 of 1871. Cir. 44 of " " 45 of " " 16 of 1872. " 29 of 1873. " 43 of " M. 806 of 23rd April 1864 Cir. 39 of 1864. C. M. 1,853 of 1867. " 724 of 1868.</p>	<p>Cir. 18 of 1861. " 54 of " " 10 of 1863.</p>	<p>Cir. 56 of 1861. Cir. 103 of " " 2 of 1870.</p>
V.—Arms.	X.—Magisterial Power.	XVI.—Miscellaneous.
<p>Cir. 36 of 1865. Memo 1,509 of 11th June 1866. M. 1,626 of 19th June 1867. " 1,784 of 8th July " " 1,785 of 8th " " " 2,631 of 18th Octr. " Cir. 5 of 1868. Cir. Memo 2,074 of 1868.</p>	<p>Cir. 27 of 1864. " 43 of 1868. Memo 1,858 of 30th June 1870.</p>	<p>Cir. 41 of 1861. " 9 of 1865. " 20 of " " 28 of 1866. " 41 of 1868. " 25 of 1869. Cir. Memo 3,373 of 1870. Cir. 21 of 1871. Memo 2,146 of 16-8-73.</p>
	XI.—Pardons.	
	<p>Cir. 87 of 1861. " 2 of 1865. " 27 of "</p>	
	XII.—Remands.	
	<p>Cir. 32 of 1861. " 58 of " " 103 of " " 2 of 1870.</p>	

CIRCULAR No. 1 OF 1874.

(No. 256.)

Dated 4th February 1874.

As under section 110, Civil Pension Code, all applications for pension or gratuity on behalf of men whose pay does not exceed Rs. 20 a month, and who have mixed service,—that is service, rendered partly in the old civil or military police and partly in the new constabulary,—have to be submitted for the orders of Government, the Inspector-General of Police directs that the rolls of all men having such service, prepared in the proper form and rendered complete in every way, be forwarded in future by Deputy Inspectors-General direct to the Accountant-General, and not to this office, as heretofore.

Cases of constabulary service only will be sent to Inspector-General of Police. 2. The rolls of men who count constabulary service only should be forwarded to this office for disposal.

3. In all applications for pension or gratuity, officers should carefully record in the appropriate place whether the character, conduct and past services of the individual are such as entitle him to the favorable consideration of the Government (*See rule 1 under section 72 of Civil Pension Code.*)

Character of men to be certified.

CIRCULAR No. 2 OF 1874.

(No. 347.)

Dated 12th February 1874.

As it is considered by the Sanitary Commissioner no longer necessary for the police to submit statistics of leprosy, the registers and returns hitherto maintained may be discontinued.

Leprosy returns abolished.

2. All existing orders on the subject given below are, with the sanction of Government, hereby cancelled.

Circular 36 of 1867.
 " 3 of 1869.
 " 52 of 1871.
 Memo. 1,751 of 17th June 1872.
 Circular 4 of 1873.

CIRCULAR No. 3 OF 1874.

(No. 352.)

Dated 13th February 1874

THE following order by Government of India, ruling that travelling allowance may not be charged for journeys to places within five miles of head-quarters, is republished for information, in continuation of Circular 23 of 1873.

No allowances given for journeys within five miles from head-quarters.

Financial Department.

Leave and Allowances.

No. 929, dated 5th February 1874.

THE Governor-General in Council is pleased to rule that no public servant shall draw travelling allowances for a journey taken from his head-quarters to visit any place not more than five miles distant therefrom.

CIRCULAR No. 4 of 1874.

(No. 483.)

Dated 4th March 1874.

Under instructions from Government, the Inspector-General directs that the rolls of policemen with *mixed* service, who claim gratuity or pension, be forwarded through Deputy Inspector-General to this office, instead of to the Accountant-General, as ordered in para 1 of Circular 1 of 1874.

Rolls with *mixed* service to be sent to Inspector-General.

2. To facilitate the disposal of such claims and save labor, these rolls should be submitted quite separately from the cases of the men who have purely constabulary service.

The rolls to be sent up separately.

3. In the heading of all rolls of policemen whose cases fall under section 104 of the Pension Code, should be noted in *red* ink the scale, A. or B., which they elect.

The scale elected to be noted in heading of roll.

MEMO No. 488.

Dated 5th March 1874.

Forwards for information and guidance copy of Circular No. 12—213 of 16th ultimo by local Government in the Financial Department, enclosing a resolution by Government of India Financial Department, ruling that the orders directing the purchase of English books through the Secretary of State, do not apply to second-hand books, which may be purchased in India.

Purchase of second-hand books.

No. 754 dated 31st January 1874.

GOVERNMENT OF INDIA,—FINANCIAL DEPARTMENT.

Read again—

Financial Resolution No. 142, dated 30th April 1870, regarding the prohibition of the purchase in England of books, &c., required for the public service otherwise than through the Secretary of State.

Read also—

Financial Despatch to Secretary of State for India, No. 437, dated 2nd October.

Reply from ditto ditto No. 567, dated 4th December 1873.

RESOLUTION.—With the sanction of the Secretary of State for India, the Governor-General in Council is pleased to declare that the rule above referred to does not apply to purchases of second-hand books, which could very often be bought in India for less than the price at which they can be procured from England.

Endorsement by the Panjab Government.

FINANCIAL.

Circular No. 12-213, dated 16th February 1874.

Copies forwarded to all Commissioners and Heads of Departments, Panjab, for information and guidance, in continuation of this Government Circular No. CLXXVI dated 3rd June 1870.

CIRCULAR No. 5 OF 1874.

(No. 630.)

Dated 21st March 1874.

In view to a clear understanding of the duties of the district police as regards the investigation by them into offences committed in buildings occupied as dwelling houses by employes of the Railway Company, the following instructions are issued with the sanction of His Honor the Lieutenant-Governor.

District police to investigate offences occurring in the dwellings of railway employes.

All cases of crime occurring in dwelling houses and barracks occupied by the European and Native employes of the Railway Company, whether the same be situated within the company's premises or not, are to be taken notice of and investigated by the district police in whose registers and returns they will also be entered.

2. In all cases of riot, affray, or drunkenness amongst the European occupants of these buildings, the Railway European Inspector or Deputy Inspector of police shall at once take the necessary steps to prevent or quell the same.

European Inspectors or Deputy Inspectors to take action in offences committed by Europeans.

CIRCULAR No. 6 OF 1874.

(No. 634.)

Dated 23rd March 1874.

His Honor the Lieutenant-Governor has ruled that an interchange of appointments, temporary or permanent, may be made between members of the imperial and municipal or cantonment police.

Interchange of appointments between imperial and municipal police.

2. Under this ruling an officer of the imperial force can be promoted into, or appointed to act for, an absentee in the municipal or cantonment police, and *vice versa*.

The orders of His Honor are contained in the subjoined letter.

No. 111, dated 8th January 1874.

From Secretary to Government, Panjab, to the Inspector-General of Police, Panjab.

* * * * *

2. Municipal and cantonment police are, to all intents and purposes, a part of the police force of the province. They are enrolled under the same Act of the legislature, serve under the same supervision, and enjoy the same advantages as regards pay, pension and gratuity, and they must be considered as bound by the same leave rules. This being the case, there is no objection to the interchange of appointments between members of the imperial and municipal and cantonment police.

3. In view, however, of a possible demand hereafter for the payment by municipalities of a share of the cost of pensions of police officers whose salaries are paid by municipalities, it is desirable that every such interchange should be reported by the District Superintendent of police to the Accountant-General.

4. These interchanges may cause sometimes an increase of charge to municipalities; but, seeing that the practice gives to members of municipal police bodies a larger field of promotion to and the benefit of a wider selection of superior police officers, the arrangement must be considered upon the whole as one highly advantageous to the municipalities as well as convenient to the Government. It is to be remarked also that municipalities are now relieved of all charges on account of pensions and receive the benefit of all police savings. Under these circumstances, municipalities may, His Honor thinks, be fairly called upon to pay the oc-

casional increase of charge involved. If, however, in any special case, the municipal or cantonment committee finds it difficult to meet the extra charge, the case will have to be considered on its merits.

5. The Accountant-General considers that interchanges should not be allowed below the grade of Deputy Inspector. If this arrangement can be carried out without serious inconvenience, it may be adopted.

CIRCULAR No. 7 of 1874.

(No. 666.)

Dated 25th March 1874.

Examinations.

Dates on which committees are to assemble.

The dates on which Military Committees are to assemble for the purpose of examining candidates in the native languages have been altered by the following G. O. (63 of 9th March 1874).

2. Para 2 of Book Circular III [EXAMINATIONS OF POLICE OFFICERS] should be amended accordingly.

G. O.—No. 63 of 9th March 1874.

The following are to be substituted for para 2,487 and of the Bengal Army Regulations:—

PARA 2,487.—Committees for the examination of candidates for the higher standard are to assemble annually, on the first Monday of July, at Simla, Landour, Murree and Nynce Tál; and quarterly, on the first Monday of January, April, July and October, at the head-quarter stations of divisions, districts and brigades.

Should the 1st of January fall on a Monday, the examination will be held on the following day.

Notice of the assembly of the committees should be given in station orders, and candidates wishing to attend should submit applications to the staff officer.

Civil subordinates of the Public Works Department should submit their applications through the Executive Engineer.

* * * * *



MEMO No. 713.

Dated 1st April 1874.

Draws attention to para 37 of Book Circular VIII, ordering the submission of a special report directly an offence is known, and observes that considerable delay in the despatch of these reports frequently occurs.

Special Reports.
Delay in submission.

Prompt submission enjoined.

Reports for Government to be sent to camp, when His Honor is on tour.

2. District Superintendents of Police are requested to be very careful that no delay takes place in the submission of the prescribed reports.

3. Such special reports as have to be forwarded direct to the Secretary to Government should, when His Honor is on tour, be addressed to the Lieutenant-Governor's camp.

His Honor's route is invariably published in the *Panjab Gazette*.

MEMO No. 734.

Dated 4th April 1874.

Publishes for information copy of Panjab Government's Circular No. 21—1,217 of 24th ultimo, and its annexure, indicating a procedure for officers of the telegraph department, when called upon to produce telegrams in courts of justice.

Production of telegrams in courts of justice.

No. 151T., dated 12th March 1874.

FROM-- Secretary to Government of India, Public Works Department.
TO--The Director-General of Telegraphs in India.

I am directed to acknowledge the receipt of your letter No. 311, dated 21st October last, soliciting the orders of the Government of India as to the course which should be adopted by officers of the Telegraph Department when called upon to produce telegrams in courts of justice.

2. In reply, I am to state that the following procedure should be followed:—

1st.—Where such requisitions are received, a reference should always be made to Government or chief administering authorities of the Province, if there is time to do so, and the court sending the requisition would ordinarily grant time for the reference.

2nd.—If there be no time for this reference, and the telegraph officials think the production of the telegram unobjectionable on public grounds, it may be produced. If they see any objection, an official of the department should attend with the message and state the objection. If the telegram concerns *public affairs*, it should not in any case be disclosed without an order from Government.

3. It must be understood that the foregoing procedure is to be made applicable only in the case of the particular message or messages specified in the requisition, and that no order to search for a message, or inspect the records, should be obeyed without the consent of Government.

HOME.

Endorsement by the Panjab Government.

Circular No. 21-1217, dated 24th March 1874.

Copies forwarded to all Commissioners and Heads of Departments for information and guidance.

CIRCULAR No. 8 of 1874.

(No. 793.)

Dated 8th April 1874.

THE Government of India having decided, for the present, not to ask municipalities for any contribution towards pension or gratuity, now paid from imperial revenues to members of the municipal police forces, deductions from pay on account of pensions are not to be made, in future, from either Municipal or Cantonment police.

Pensions.

Municipal and Cantonment police not to be cut for pensions.

2. The rates of pay of the corresponding grades, are to be assimilated to those prevailing in the district force.

3. This exemption from fund deductions does not, however, apply to the Railway police, the members of which force must be paid and contribute towards their pensions, as heretofore.

4. The orders of Government are given in the subjoined correspondence.

I.—Municipal police exempted from pension deductions.

No. 627, dated 28th May 1873.

From Secy. to Government of India, Financial Department, to the Accountant General, Punjab.

IN reply to your letter No. 5613, dated 8th April 1873, I am directed to state that the Governor-General in Council will not at present press for any contribution from municipalities towards meeting the cost of the pensions and gratuities of the municipal police.

No. 1145, dated 1st September 1873.

From Secy. to Government, Punjab, Financial Department, to the Accountant-General Punjab.

IN reply to your No. 972 M., dated 31st July last, and previous correspondence, I am desired to state that His Honor is still of opinion that the deductions which have already been made from the pay of municipal police and credited to provincial revenues, should be refunded to the municipalities concerned.

2. For the future the pay of the police will be reduced by the amount of the deductions made.

II.—Railway police must contribute towards pensions.

No. 2233, dated 12th August 1873.

From Secy. to Government of India, Financial Department, to Secy. to Government, Punjab.

IN reply to your letter No. 891 (Financial), dated 4th July 1873, I am directed to state that this department's order No. 627, dated 28th May 1873, regarding the exemption of municipalities from the payment of any contribution towards meeting the cost of the pensions and gratuities payable to members of the Municipal police, does not apply to Railway police.

MEMO No. 809.

Dated 10th April 1874.

Subjoins for guidance copy of No. 466 of 31st ultimo by Secretary to Government Punjab, Financial Department, to Heads of Departments, directing the submission of all applications for extra budget grants through the Accountant General, under flying seal.

2. The portion of the Accountant General's Consolidated Circular H. of 31st July 1871, is also republished for information.

No. 466, dated 31st March 1874.

From Secretary to Government, Panjab and its Dependencies, to all Commissioners and Heads of Departments in the Panjab.

I am directed to call your attention to the latter part of para 43 of Accountant-General's Consolidated Circular No. H., dated 31st July 1871, directing that all applications for extra budget grants be sent through the Accountant General for report under flying seal.

2. This rule has of late been frequently disregarded, and public inconvenience has ensued.

Extract part of para 43 of Consolidated Circular H., dated 31st July 1871, by Accountant General Panjab.

43. * * All applications for extra grants to be sent through Accountant General for report under flying seal.

A convenient form is annexed.

DEPARTMENT.

FORM.

DISTRICT OR DIVISION.

Application for extra budget grant for the year

1	2	3		4	5	6
Budget Head.	Original grant	<i>Expenditure.</i>		Extra grant applied for.	Reasons for insufficiency of grant.	Accountant General's reports.
		Actual up to date.	Necessary for remaining months.			

Note.—Under present arrangements applications for extra grants are made to Government by controlling officers, with reference to the wants of a division, not of a district. District applications are therefore, not submitted to Government, and the same form will serve for the Commissioner's application to Government as for the Deputy Commissioner's to the Commissioner.

CIRCULAR No. 9 of 1874.

(No. 950.)

Dated 24th April 1874.

His Honor the Lieutenant-Governor directs that, when, for financial reasons, it appears to the Deputy Commissioner necessary to reduce the grant for the police of a municipality, the proposal for reduction, with a full explanation of the reasons, shall in the first instance be submitted for his orders through the Secretary in the Financial Department.

Municipal Police.
Sanction for a reduction to be first obtained through Civil Department.

2. After receipt of His Honor's orders, should the reduction be approved, the Police Department will take the usual steps to re-model the force, and submit a revised schedule for the sanction of Government in the Financial Department.

MEMO. No. 985.

Dated 30th April 1874.

All fund or other moneys to be regularly brought to book and be deposited in the treasury.

Subjoins for information and guidance copy of the orders of Government, directing that all money transactions to which Government officers are officially parties, must be accounted for in the ordinary way, and the amount be deposited in the Government treasuries.

No. 2124, dated 31st March 1874.

GOVERNMENT OF INDIA,—FINANCIAL DEPARTMENT.

READ the following :—

Financial Resolution, dated 10th December 1861.

FROM correspondence that has lately passed between the Foreign Department and the Agent, Governor-General, for the States of Rajputana, it appears that for upwards of a quarter of a century a fund called the "Batta Fund" has been in existence in the Mhairwara District, the money belonging to which remained in the hands of the Treasurer of the Deputy Commissioner of that district without being exhibited in any shape whatever in the public accounts. To prevent such irregular proceedings, His Excellency the Governor-General of India in Council directs all officers of Government to bear in mind that, all transactions to which they in their official character are parties must, in future, without any reservation, be brought to account, and all moneys be deposited in the Government treasuries.

BOOK CIRCULAR No. XXXIV.

(No. 223)

Dated Lahore, 29th January 1874.

ACCOUNTS.

PART I, BOOKS. PART II, PAY. PART III, CONTINGENCIES.

PART I. BOOKS.

1. In each District Superintendent's English office the following account
The books that are to be maintained. books will be kept, and, excepting No. VI, will be issued, as required, from the Central Police Office.

I.—A Cash Book, with its sub-heads.

II.—General Police Fund Account Book.

III.—A Receipt Book.

IV.—A Cheque Book.

V.—A Deposit Receipt File.

The following are the instructions regarding each of the above books.

I.—CASH BOOK.

The Cash Book.

2. This should be a large book, and should be divided into two equal portions.

The first half will be devoted to the cash account; the other, in equal portions, to the following sub-heads of account:—

C.—Clothing.

D.—Deserters' and Deceased men's accounts.

Ch.—Chanda.

L. F.—Pay of men imprisoned or absent on leave or duty.

C. F.—Contingent Fund. All receipts and payments other than actual pay for Cantonment and Municipal Police.

M.—Miscellaneous.

3. Into the Cash Account portion every asset and item of expenditure is to be entered, except those connected with the permanent advance and contingent bill accounts, which, as elsewhere directed, are to be kept, entirely separate, in the vernacular.

4. The General Police Fund Account is kept entirely separate, and does not find a place in the Cash Book. Occasionally items may be received as part of other pay, and may therefore appear, but will at once be paid into treasury to credit of the General Police Fund and there disappear.

Cash Book to be balanced monthly and items checked and countersigned by Dist. Supdt.

5. The Cash Book is to be balanced monthly, and the District Superintendent will countersign each month's accounts as having been duly checked and compared.

Distinguishing letters of sub-heads to be prefixed to each item of receipt and expenditure.

6. He will also, on having countersigned the month's accounts, prefix to each item of receipt or expenditure the distinguishing letters of the sub-head under which it is to be posted.

Items of a miscellaneous nature disposed of during the month need not be posted up under sub-heads.

7. Items of a miscellaneous nature, if disposed of during the month, need not be posted up under sub-heads.

8. The sub-heads

Sub-heads to be balanced monthly, and total of balances to be checked with Cash Account.

must also be balanced monthly, and the total of such balances must tally with the balance shewn in the Cash Account. A memo, therefore, will be entered on the receipt side of the Cash Account showing an abstract of the balance by sub-heads, as exhibited in the form appended.

Police officers allowed to bank with treasuries.

9. Police officers have been authorized to bank with treasuries, for public purposes, under the following rules:—

I.—All police cash much be kept in the treasury, in deposit account to the personal credit of the District Superintendent of Police, except the permanent advance and contingent bill moneys.

II.—All receipts must therefore be at once placed in deposit.

III.—All payments must be made by means of cheques drawn against such deposits.

IV.—Small sums of Rs. 30 to 40 may however be retained in the police cash box, from which petty disbursements may be made.

Detail of balances of police deposit accounts to be prepared monthly.

10. When the balance is struck at the end of the month, a detail of the same will be exhibited showing the amount to credit in deposit and the cash in hand in police chest.

11. By this double entry of items in the sub-heads, the financial condition of each of the funds, clothing, chanda, &c. will be ascertained, as each is balanced monthly.

Double entry ensures a check.

12. On each month's account having been balanced and countersigned as

Balances of police deposit accounts to be tested by Treasury Officer.

above directed, the District Superintendent of Police will forward the cash book by his Pay Sergeant to the officer in charge of the treasury, who will certify to the correctness of the amount shown as at credit in deposit.

13. It is improper, according to the existing orders of the Account department,

Allowances for repairs &c. of arms not to be kept in deposit.

drawn out on account of purchases or manufactures until they have to be paid to the vendor or manufacturer.

to keep in deposit any sums for the purchase, manufacture, or repairs of arms and accoutrements. Contract sums must be treated as such, and no moneys should be

Sub-Head C.—(Clothing.)

14. This being merely an abstract of all receipts and payments made

Sub-head C. of cash book explained.

on account of clothing no further explanation is necessary here.

Amount due to contractors to be shown in monthly balance.

15. On balancing this account monthly, a memo is to be entered on the debit side showing amounts due to contractors or others for clothing supplied.

Two annual returns, showing cash transactions and liabilities of the fund, to be prepared and entered in sub-head C. of cash book.

Sums realized by sale of useless police property to be treated as assets of clothing fund.

16. At the end of each financial year, i. e. on the 31st March, the two returns, prescribed in Book Circular XXIX [CLOTHING] will be made out and entered in this sub-head account, showing the cash transactions of the year and the assets and liabilities of the fund.

17. All sums entered in the Cash Book as receipts on account of sale of useless or worn out police property which were formerly assets of the superannuation fund will be entered as assets of the clothing fund.

Sub-Head D.—(Deserters' and Deceased Men's Estates.)

Sums received or paid on account of deceased men's estates to be shown in sub-head D. of Cash Book.

19. Such balances,

Money due to, and property left by, deceased men or deserters to be made over to Magistrate of district after 6 months if not claimed before.

18. All sums accruing to the estates of deceased men, whether on account of pay or clothing, will, after each man's accounts have been settled, be shown in this account; as also all payments made to heirs of such men.

and all property belonging to deceased police officer's estates, or at the credit of deserters, shall, if not sooner claimed, be paid and made over to the Magistrate of the district on the expiration of six months from the date of decease or desertion, to be dealt with under sections 25, 26 and 27 Act V. of 1861 (Police Act.).

Forfeited securities,

20. Forfeited securities should be credited under this sub-head.

Sub-Head Ch.—(Chanda.)

Chanda Fund Accounts.

Difference between actual Chanda cuttings and amount due for any month owing to absence of subscribers, how to be shown.

21. This being merely a cash account of receipts and payments made on account of Chanda, needs little explanation.

22. As the pay of men on leave is not drawn, it will be necessary to show any difference in actual monthly subscription deducted from each month's pay, as compared with the amount due from the mounted branch for that month on total sanctioned strength; thus:—

0 Mounted Sergeants	} @ 1 = 00-0-0
00 Mounted Constables	
Deduct for M. S. and M. C. on leave	@ 1 = 0-0-0
			<hr/>
			00-0-0
Add arrears recovered from M. S. and M. C. re-joined from leave	0-0-0
			<hr/>
		Total	0-0-0

Sub-Head L. F.—(Leave, Furlough, Duty, &c.)

23. As there may always be some delay between the day on which the

Pay of absentees to be drawn and kept in deposit.

pay bill is made out and the day on which pay is drawn and disbursed; and as, during the interim, men may have been detached on duty on escort or command, or gone on leave, the pay pertaining to such absentees should not be drawn in cash, but be placed in deposit and credited to this account, pending their return.

Pay of men under departmental punishment to be short drawn and kept in deposit.

24. The pay due to men under the departmental punishment of residence in the quarter guard, or who have been imprisoned during the month for which pay is drawn, must also be short drawn in cash and be placed in deposit to credit of this sub-head.

Sub-Head C. F.—(Contingent Fund.)

25. All receipts and payments, other than pay and clothing, made on account of the cantonment or municipal police, will be entered under this sub-head, such as moneys received for repairs of buildings, grants received for accoutrements &c. &c.

Items to be entered in sub-head C. F. of Cash Book.

Sub-Head M.—(Miscellaneous.)

26. All items of receipts and disbursements which do not come under the preceding sub-heads must be shown in this, unless disposed of during the month;—i. e. if a remittance is received from another district and is paid within the month it will only be shown in the cash book. If not paid within the month and still in hand it must be shown here.

Items to be shown in sub-head M. of Cash Book.

II.—GENERAL POLICE FUND ACCOUNT.

27. This account is to be kept up in a separate book, and all sums received to credit of this fund must at once be paid into the treasury, and cannot be kept in deposit.

General Police Fund Account how to be maintained.

Disbursements not to be made therefrom without Government sanction.

Balance will show money in deposit in treasury.

Disbursements to be carefully noted.

Sources of the assets to be exhibited.

28. No payments may be made from such funds without the order of Government.

29. The balance struck each month will show the moneys held by the Treasury officer to its credit.

30. Disbursements made on proper authority must be carefully entered.

31. The sources and sections of the Act under which received should be given above each entry.

III.—RECEIPT BOOK.

32. District Superintendents must file all receipts for payments made by them. All receipts to be filed.

33. To secure method and uniformity the annexed form of Receipt Book is prescribed for all receipts which are not required to be submitted as vouchers for entries in the monthly contingent bills. Form of receipt book.

34. When a payee resides at a distance, the foil is to be torn off and sent to him for signature and return. The division between the foil and counterfoil is of considerable width to admit of the foils being pasted into their proper places after being returned by payees. Receipts to be sent to payees at a distance for signature and return.

1	2	3	4	5	6
RANK.	Grade.	PAY AND ALLOWANCES.			REMARKS.
		Salary.	Horse allowance.	Total.	
Inspector ...	1st	170	30	200	} In Kohát district only.
	2nd	120	30	150	
	3rd	100	15	115	
Deputy Inspector	1st	65	15	80	
	2nd	45	15	60	
	3rd	30	15	45	
Sergeant, Mounted	1st	16	15	31	
	2nd	10	15	25	
Sergeant, Foot	1st	15	...	15	
	2nd	9-8	...	9-8	
Constables, Mounted	1st	7	13	20	
	2nd	6	10	16	
	3rd	5	10	15	
Constables, Foot	1st	6-12	...	6-12	
	2nd	5-12	...	5-12	
	3rd	5- 0	...	5-0	

The above are the rates allowed to the Imperial Police.

41. Pay of officers officiating in higher grades is regulated by the Acting Allowance Code. The table given as No. VI in Appendix will be found useful.

42. When the consolidated pay of an officer in civil or staff employ is less than the substantive military pay of his rank, the difference will be paid to him and treated as a military charge. Excess over consolidated pay of rank to be drawn from Military Department. Such difference is to be drawn in his ordinary pay bill thus :—

Salary as Lieutenant Colonel in Staff Corps	Rs. 827 14 0
Salary as District Superintendent of Police 2nd grade	„ 800 0 0
Add—difference between Civil and Military pay	„ 27 14 0
Total	„ 827 14 0

43. Officers while absent under authority from their districts on the summons of a criminal court or of a court martial are to be considered as on special duty, and will be entitled to full pay and allowances. Allowances of officers summoned away by a judicial or military court.

44. Gazetted officers are required to submit pay bills for their own individual salaries, in the forms prescribed, and supplied by the Account Department. Pecay bills of Gazetted officers.

45. The local allowances specially assigned to certain districts must, as other deputation allowances are, be exhibited separately in the pay bills. Extra special allowances to be shown in pay bills.

46. Such allowances cannot be drawn by officers for the periods of their absence on leave; they are admissible only to the officer actually performing the duties for which the allowances are sanctioned.

Above cannot be drawn by officers on leave.

No extra allowances due to medical officers for municipal police.

47. Civil Surgeons are entitled to no extra allowances for attendance on municipal police.

48. Assistant District Superintendents who have not passed the prescribed examinations, and who have not been specially exempted from passing, shall draw only Rs. 200 *per mensem* until they pass either in Law and Vernacular, or the departmental examination, when their pay will be Rs. 225. On passing both examinations the full pay of the appointment held may be drawn.

49. This order does not debar unpassed officers from drawing any and all allowances they may be entitled to, for charge of the current duties, or for officiating as District Superintendent of police, nor does it affect salaries already enjoyed by such officers.

50. An officer must, on leaving a district on transfer to another, take with him a last pay certificate in the form prescribed, to be attached to the *first* bill for salary submitted by him in his new district.

51. An officer may leave portions of his pay in the hands of the Government Banker; but all banking with pay sergeants is strictly prohibited.

52. Officers are prohibited from drawing sums of money out of police deposits as an advance of pay, such practice being most irregular. —See orders of Government of India given as No. VII in Appendix.

53. Officers absent on privilege leave may draw their pay while on leave by attaching to the pay bill a life certificate signed by a Magistrate or other public official. The pay may be drawn from the treasury of the district they are attached to.

If it be desired to draw pay from elsewhere, the Accountant General's sanction must be obtained.

Allowances of Assistant Surgeons.

54. An Assistant Surgeon in charge of a district, while attending the police, may draw 30 Rs. *per mensem*.

Extra allowances for Native Doctors knowing English.

55. Extra allowance of Rs. 5 *per mensem* to Native Doctors possessing a knowledge of English, if employed by the Police Department must be defrayed by it.

Pay of Sergeants and Constables to be drawn in establishment pay bill.

56. The pay of all police officers below rank of Deputy Inspector must be drawn in the general establishment pay bill.

Names of Inspectors and Deputy Inspectors to be given in pay bills.

57. The names of Inspectors and Deputy Inspectors are to be clearly and legibly noted on the pay bills.

Inspectors' salaries considered personal.

58. The pay of all Inspectors is *personal*, and may be drawn in any district to which they are attached.

59. Similarly, the pay of Deputy Inspectors has recently been made *personal*, but these officers will ordinarily be confined to circles.

Deputy Inspectors' salaries also personal.

Deputation or other allowances of non-gazetted uncovenanted officers.

60. Extra pay or deputation allowances to non-gazetted uncovenanted officers must be drawn in strict accordance with section 20, clause (b) of the Acting Allowance Code.

Acting appointments *vice* Inspectors and Deputy Inspectors on leave.

61. Whenever leave is granted to Inspectors or Deputy Inspectors, and it is found necessary to make acting appointments, District Superintendents are authorized to do so.

As a general rule, Deputy Inspectors shall be appointed to officiate as Inspectors, and Sergeants as Deputy Inspectors.

If an Inspector of any grade goes on leave (and a *locum tenens* is absolutely necessary), the District Superintendent will appoint a Deputy Inspector to act as a third grade Inspector.

If a Deputy Inspector goes on leave, and a substitute is absolutely necessary, the District Superintendent should appoint a Sergeant to act as Deputy Inspector third grade.

Temporary Dy. Insps. to continue subscription to Chanda.

62. Sergeants temporarily promoted will continue to subscribe to the Chanda fund at the rates fixed for their substantive appointments.

The following calculations will prove useful:—

1	2	3	4	5	6	7	
SUBSTANTIVE APPOINTMENT.	PAY AND ALLOWANCES.		ACTING APPOINTMENT.	ALLOWANCES TO BE DRAWN.			REMARKS.
	Pay proper.	Horse allowance.		OF THE ACTING APPOINTMENT.			
				In full the	20 per cent on pay proper.	Total admissible.	
		Total.	Pay pro-	Horse al-	Amount.	On what sum cal-	
			lowance.	lowance.	culated.		
Inspector, { 1st Grade, { 2nd Do., { 3rd Do.,	170	200	120	30	34	170	184
	120	150	100	15	24	120	139
	100	115					
Deputy Inspector, { 1st Grade, { 2nd Do., { 3rd Do.,	65	80	65	15	20		100
	46	60	45	15	20	100	80
	30	45	30	15	20		65
Deputy Inspector, { 2nd Grade, { 3rd Do., { 3rd Do.,	45	60	45	15	13		73
	30	45	30	15	13	65	58
	30	45	30	15	9	45	54
Mounted Sergeant, { 1st Grade, { 2nd Do.,	16	31	16	15	6		37
	10	25	10	15	6	30	31
Foot Sergeant, { 1st Grade, { 2nd Do.,	15	15	15	...	6		21
	9-8	9-8	9-8	...	6	30	15-8
							It will be seen that the figures in the second sub-division of column 5 do not include horse allowance, as this allowance may be drawn in full by those on leave or furlough.

Stoppages from pay of non-gazetted uncovenanted officers to be short drawn in pay abstracts.

Rate of suspension allowances.

63. Stoppages of pay from non-gazetted uncovenanted officers of the force on account of suspension, furlough, absence without leave, sickness or fines, will be short drawn in the pay bills.

64. Suspension rates of pay for these and all subordinate officers are to be drawn as follows:—

No. 2528, dated Simlah, the 26th September 1865.

Extract from proceedings of the Government of India, in the Financial Department.

RESOLUTION.—The Governor General in Council is pleased to pass the following rules:—

I. Subsistence to an uncovenanted servant who is suspended pending an enquiry into his conduct, should be limited, before the result of the enquiry is known, to one-fourth of his salary, unless he be a European on pay exceeding Rs. 25, in which case the subsistence is to be allowed at one-fourth of salary to an amount not less than Rs. 25 monthly.

II. Should the officer be re-instated, he may, at the discretion of the Local Government, or of the head of the department to whom the Local Government may delegate such authority, be allowed full salary, if he shall have been fully acquitted, or a portion of his salary if the result of the enquiry should be censure or admonition; but when censure or admonition is awarded, the subsistence allowance during suspension must be so adjusted as not to involve additional charge.

III. When the payment which the Local Government may adjudge for the period of suspension to an officer who is re-instated involves additional expense, it must be separately provided for.

IV. An officer whose suspension is followed by dismissal, will not be allowed more than the subsistence which may be admissible to him under rule I, for the period that he was suspended.

V. The time passed under suspension pending enquiry, is taken into account as service towards pension, in cases of re-instatement; where suspension has been adjudged as a penalty, the period is allowed.

Officers of the late Mounted Police entitled to full pay on furlough until promoted.

66. The salaries of

Insp. and Dy. Insps. may be transferred without regard to salaries.

Interchange of appointments between Imperial and Municipal police admissible.

68. The transfers,

Transfers, promotions, &c. to be communicated to Accountant General by officer making them.

69. The general provincial

One general provincial No. to be borne by Insps. and Dy. Insps. as long as they are in the force.

One pay bill for all Insps. and Dy. Insps. (separate from that of rest of force) to be submitted.

65. Officers of the late Mounted police who have received no promotion on or since transfer to constabulary, are entitled to full pay when on furlough. After promotion they can obtain leave only under the uncovenanted rules.

all Inspectors and Deputy Inspectors being considered personal, these officers may be transferred from one to another district, as may be found necessary in the interests of the State.—(*Book Circular No. XXI, para 5*).

67. An interchange of appointments between members of the Imperial, Municipal and Cantonment police is admissible under the ordinary rules.

permanent promotions, reductions, &c., will be intimated to the Accountant General by the officers who are empowered to make these changes, and District Superintendents of Police will note them in the monthly pay bill, quoting the authority in each case.

69. The general provincial number assigned to each Inspector and Deputy Inspector is to be borne by him so long as he is in the service, and must be entered in red ink in his character and service roll, as well as in each month's pay bill.

70. One pay bill, with the prescribed leave statement, for all the Inspectors and Deputy Inspectors in the force of a district is to be submitted separately from the bill for the subordinate ranks, the forms (2), (3) and (4) only on reverse of the bill being filled up.

Form of pay bill for subordinate grades of police.

Separate pay bill required for Cantonment and Municipal Police.

73. The age of every non-gazetted uncovenanted officer is to be entered on the pay bill in which his *first* salary is drawn. The prescribed health certificate is also to be attached to this bill.

Particulars regarding suspension to be shown in pay bill.

Only salaries actually to be disbursed to be drawn.

Men promoted to draw full pay.

Vacant appointments.

Pay of absentees not to be drawn until they rejoin.

Pay of men absent without leave.

Savings, fines, &c. to be short drawn in pay abstract.

81. The pay of a man dying while on leave is to be drawn up to the day of his death, on receipt by District Superintendent of Police of a certificate of the date of his decease (to be filed in his office), and when drawn be placed to credit of his estate.

Salaries of men below rank of Dy. Insp. to be drawn in aggregate; names not required.

83. Pay of men rejoining from leave, for the month for which the pay bill is drawn out, is to be entered, not in the body of the bill but under the heading "ARREARS," with their arrears of pay.

Men entitled to arrears of pay not to be sent out from head quarters until such arrears are paid.

Personal allowances to be drawn in pay abstract, and a list of persons entitled thereto to be attached to the bill.

Cant. Police paid from Imperial funds to be charged for in district pay bill.

71. A pay bill in form given as No. VIII. in Appendix is also to be submitted for all ranks below that of Deputy Inspector.

72. Separate pay bills will similarly be required for the officers and men of the Municipal and Cantonment police forces.

74. The names of officers placed under suspension, with date of such suspension and a brief note as to result of the same, are to be entered on the pay bill.

75. No more than the actual amount required for disbursement to individuals for whom pay is charged may be drawn.

76. The practice of promoting men and withholding part of the full pay of the appointment, is prohibited.

77. No pay may be drawn for vacant appointments.

78. The pay of men absent on leave of all bodies of police is not to be drawn until they rejoin.

79. The pay of men absent without leave must be similarly short drawn.

80. All savings, fines and miscellaneous stoppages, formerly assets of the superannuation fund, must also be short drawn.

82. For all ranks below that of Deputy Inspector, the aggregate number of each grade for which pay should be drawn, is to be entered in the pay bill; their names need not be recorded.

84. Men rejoining from leave must wait for their arrears of pay until drawn, and they should not be sent to out-station duty until they have received these arrears.

85. Personal allowances of such of the police as are entitled to them are to be drawn in the fixed establishment pay bills, under a separate heading, a nominal roll being attached as a voucher for the charge.

86. The pay of that portion of Cantonment Police which is paid from Imperial funds, must be regularly charged for in the district pay bill.

Pay of Municipal and Cantonment Police to be drawn in same way as Imperial police, and same rules apply.

87. The pay of the Municipal Police and Cantonment Police paid from local cesses must be drawn in the same form and detail as that of the ordinary police, and the preceding rules apply equally to these and all bodies of enrolled police.

88. The pay of punitive police posts will be obtained monthly from the Deputy Commissioner of the district on a pay bill being submitted by District Superintendent of Police.—*Book Circular I. [PUNITIVE POSTS.]*

Pay of punitive police posts how to be drawn.

89. Broken periods should be avoided as much as possible. District Superintendents of Police should, therefore, make no unnecessary changes or reliefs between the 1st of the month and the day on which pay is drawn and disbursed. They should, as far as possible, arrange for all discharges, enlistments, &c. taking place on the 1st of the month; as also promotions, though in the latter case, the date of casualty should be that adhered to.

Broken periods to be avoided, and appointments and promotions and reliefs to be consequently made as far as possible on 1st of month.

90. To check broken periods District Superintendent of Police and Assistant District Superintendent of Police should note in English in the Order Book all changes by promotion, reduction, discharge, enlistment, suspension, death or other casualties.

To check broken periods careful note should be made of all changes in "Order Book."

91. The actual strength of the force should occasionally be tested by counting the men in reserve, on duty at head-quarters and in hospital; these added to those on out-station duty, absent on leave or duty, should correspond with the totals shown in the Morning Report Book.

Actual strength of force to be occasionally tested.

92. Good conduct pay is not to be paid from any other source than the budget provision under that head. One rupee extra *per mensem* may be drawn up to sanctioned amount for all foot and mounted constables in the possession of two or more good conduct stripes.

Good conduct allowance to be drawn only from allowance in budget for that purpose.

93. Pay of policemen summoned as witnesses in civil cases by plaintiffs or defendants, with their travelling expenses, is to be considered as necessary expenses and recovered accordingly. Such pay should be placed to credit of the general police fund.

Pay and allowances of policemen summoned as witnesses in cases.

94. Policemen on less than Rs. 20 a month sent up for trial under section 29 Act V of 1861, or for breach of any other law, if admitted to bail, are to receive subsistence allowance.—(*Vide orders of Government contained in para 64.*)

Policemen arrested and admitted to bail to get subsistence allowance.

Pay how drawn.

95. Form No. VIII in Appendix is that prescribed as the pay bill for fixed establishments, and it is to be used in drawing pay for all bodies of police.

Form of pay bill for fixed establishment.

Asst. Dist. Supdt. may sign pay bill for Dist. Supdt. in his absence.

96. In the absence of the District Superintendent of Police in camp the Assistant District Superintendent of Police may sign such bills, for him.

Pay bills to be sent in as soon after 1st of month as possible, and all deductions to be noted thereon.

98. A monthly statement of leave granted to non-gazetted uncovenanted officers, as per form attached to the pay bill, must be submitted with the pay bill.

Monthly leave statement to accompany pay bills.

Particulars to be entered at end of pay bill.

97. Pay bills are to be made out and submitted to the treasury officer as soon after the 1st of each month as possible. Deductions are to be most carefully noted on them.

99. On the 4th page of the bill the following statements must be carefully filled in :—

- (1).—Vacancies and their salaries.
- (2).—Pay drawn in previous bills but not yet disbursed.
- (3).—Pay of absentees on leave or without leave short drawn.
- (4).—Pay for the month and arrears of men rejoined from leave.
- (5).—Memorandum showing budget provision and amount drawn.

100. On the 1st of each month the officer in charge of the lines will prepare an acquittance roll (*Form No. IX in Appendix*) of all men in the lines and on duty and head-quarters.

Acquittance roll to be prepared by officer in charge of lines, assisted if necessary by Orderly Sergt. or Court Inspr.

In districts having 1st class officers, the Orderly Sergeant,—in others, the Assistant Court Inspector,—may be detailed to assist him in this duty.

Pay Sergt. not to prepare acquittance rolls.

101. The Pay Sergeant may, on no account, be allowed to perform this duty : he is to be treated as a mere accountant.

102. Officers in charge of police stations will, on the last day of each month, fill up a similar roll for all men employed on duty within the limits of their stations, road-posts, tahsil-guards, &c., and will despatch such rolls by that day's post to the District Superintendent Police office.

Officers in charge of police stations to prepare and submit acquittance rolls of men under their orders on last day of month.

Rank, name and salary of each individual to be entered in above acquittance rolls.

103. In the acquittance rolls prescribed in paras 100 and 102, the rank, name and salary of each individual will be legibly entered.

Similar rolls to be prepared for men absent on leave.

104. Similar rolls for all men on leave and absent on escort and other duties respectively, will be prepared by the Orderly Sergeant in the District Superintendent's office.

105. On receipt of all these rolls the Pay Sergeant will fill up his general abstract of acquittance roll (*Form No. X. of Appendix*) and total the same. This total should equal the sanctioned strength of the force less vacancies. If it does not, the error must be found out and rectified.

Pay Sergeant to make a general abstract of acquittance rolls from the rolls above mentioned.

106. If correct, the English pay bill will be prepared and the Pay Sergeant will note on the several acquittance rolls (except that for men on leave, or absent without leave) whose pay is short drawn, all deductions and fill up the several columns.

English pay abstract then to be prepared showing deductions, &c.

107. Pay will then be drawn by presentation of the pay bill, all officers in charge of stations nearer the sadr than a tahsil having been warned to attend on the day it is to be drawn to receive the amount of their acquittance rolls.

Cashing of pay bill and disbursing of pay.

Disbursement of pay.

108. On receipt of pay the amount of each acquittance roll in cash, or by means of a tahsíl order, must be sent to the stations for distribution, or made over to the officers in attendance. Each officer will disburse the pay and see each man sign or seal the acquittance roll.

officer in charge of lines not to be relieved until pay is disbursed and acquittance rolls signed.

109. The officer in charge of the lines who receives the pay for the reserve and men on duty at head-quarters should not be relieved, or sent on other duties, until pay has been disbursed and the acquittance rolls received.

110. Shortly after the disbursement of pay the guards at head-quarters should be visited by one of the European officers and a parade of the reserve held, and the men should be asked whether they have received their pay and whether they have any complaints to make.

Men on rural duty to be similarly questioned by inspecting officer.

111. Officers inspecting stations and rural posts should similarly question the men on duty, and ascertain whether they have understood the deductions made from their pay.

112. When all the acquittance rolls have been signed or sealed and pay has been disbursed, the rolls will be returned to the District Superintendent's office, where they will be carefully examined by the Pay Sergeant, who is responsible that each man has signed or sealed or the omission brought to notice.

If correct general abstract to be completed therefrom and accuracy of the returns tested.

113. If found all correct the Pay Sergeant will complete his general abstract and total up the several columns. The total of pay actually disbursed, plus the deductions, should equal the actual amount drawn in the English pay bill.

114. The acquittance rolls and general abstract should then be carefully examined by the District Superintendent of Police, countersigned if correct, and filed in his office, and should be bound up in yearly volumes for permanent record.

Receipt to accompany pay bill.

115. A memo, in form given as No. XI in the Appendix, is to be submitted with the pay bill as a separate receipt.

Tahsíl guard to be relieved after issue of pay.

116. After issue of pay, District Superintendent of Police is, each month, to relieve one entire tahsíl guard.

117. Native officers and men of the force are entitled to family remittance drafts on public treasuries as sanctioned in order given below :—

Family remittance drafts.

GOVERNMENT OF INDIA,—FINANCIAL DEPARTMENT.

No. 6,789, dated 6th June 1861.

The Governor-General in Council is pleased to confer on the officers and men of the new constabulary the same privilege as was allowed under orders of the Home Department, dated 3rd September 1858, to the native officers and men of the Sikh Police Battalion, *viz.*, to remit money to their families by drafts on public treasuries without premium.

Copy of a letter No. 1,531, dated the 8th July 1873.

From—D. BARBOUR, Esq., Offg. Under-Secy. to Govt. of India, Financial Dept.
To—The Secretary to Government, Panjáb.

I AM directed to acknowledge the receipt of your letter No. 639, dated the 12th May 1873, referring for orders the question as to whether the privilege conceded in Financial Notification No. 6789, dated 6th June 1861, to the officers and men of the new constabulary, of remitting money to their families by drafts on public treasuries without premium, is or is not still in force.

2. In reply I am to state that the privilege in question is in force for native officers and men of the police, but not for European officers, to whom it was never intended to apply.

118. "ORDER OF MERIT" pay is in addition to the ordinary pay of rank, and "Order of merit" allowance. is a charge borne by and disbursed by the Military Department exclusively.

STOPPAGES.

(1).—Leave.—(2).—Hospital.

(1).—Leave.

Stoppages made under Superannuation Fund rules on account leave to be continued in the case of men who elect A scale.

119. Stoppages from pay on account of leave, which were made under the Superannuation Fund rules, will still be made from the pay of those men who, having elected Scale A, section 104 Civil Pension Code, obtain leave under those rules.

The rates of the stoppages are given in the tables subjoined.

(2).—Hospital.

Circumstances under which hospital stoppages may be made.

120. Stoppages on account of sickness and while in hospital from all members of the force on pay not exceeding Rs. 20 *per mensem* are to be made in the following instances only :—

I.—When sickness is brought on by intemperance or vice.

II.—When injuries may have been self inflicted for the avoidance of any duty.

III.—When men rejoining from leave shall have, by over marching, rendered themselves unfit for the immediate performance of their duty.

Stoppages not to be made from men who contract illness in the discharge of duty.

121. Stoppages are not to be made when men go to hospital owing to disorders contracted in the performance of their duty, or which are not attributable to one or other of the three causes above specified.

Table of Stoppages.

1	2	3	4	5	6	7	8	9
On what account.	SERGEANTS.				CONSTABLES.			
	Mounted.		Foot.		Mounted.	Foot.		
	1st grade.	2nd grade.	1st grade.	2nd grade.		1st grade.	2nd grade.	3rd grade.
	Rs. 16.	Rs. 10.	Rs. 15.	Rs. 9-8.	Rs. 7.	Rs. 6-12.	Rs. 5-12.	Rs. 5.
Leave	...	N o ne.	4 7 3	2 7 9	N i l	2 3 9	1 13 9	1 6...
Hospital	...	10	5	9	4 8...	3	2 12...	2 4... 2

122. At the end of each month, the medical officer should consult his hospital register, and extract from it the names of all men whose admission to hospital has, in his opinion, been caused through any of the causes specified in para 120.

Medical officer to report, monthly, the men from whom stoppages should be made.

He will fill up columns 1 to 4 of the roll given as No. XII in Appendix, and submit it to the District Superintendent of Police, who will, after making the necessary stoppages, attach it to the copy of the pay abstract for record.

123. Patients in hospital may be supplied, if necessary, with wine or other comforts on the written order of the medical officer. The cost may be charged in the contingent bill under head "*Bazár Medicines*," and the order of the medical officer should be attached as a voucher.

Wine and other comforts may be supplied to patients on written order of doctor.

PART III.—CONTINGENCIES.

124. Bills for contingent expenditure are submitted by police officers to their immediate departmental superiors or controlling officers. Thus, the District Superintendent's bill has to be sent to the Deputy Inspector-General; and the Deputy Inspector-General's bill to the Inspector-General of Police. The bill of the Inspector-General is cashed at treasury and is subject to the direct audit of the Accountant-General.

Submission of bills.

I.—DISTRICT SUPERINTENDENT'S BILLS.

125. The monthly contingent bill of a District Superintendent of Police (*Form No. XIII of Appendix*) with all vouchers attached, will not be presented at the treasury, but will be submitted to the Deputy Inspector-General of Police for check and submission to the Accountant General, in whose office it will be retained. But an *abstract* of that bill, in the form No. XIV of Appendix, will be presented to the treasury officer for payment as required.

Contingent bills to whom to be submitted.

126. Should any retrenchments be made from the detailed bill, a memorandum, form No. XV, of all items objected to must be forwarded by the controlling officer to the drawer of the bill, and a duplicate of it will at the same time be attached to the countersigned bill forwarded to the Accountant General for his information.

Retrenchments how to be made by controlling officer.

127. A retrenched item may, upon proper explanation, be subsequently passed. The final order, and mode of charging it, *if admitted*, will be recorded in column 7 of the form. The retrenchment memo. will be returned to the officer concerned, who will attach it as a voucher to the bill in which the retrenchment is re-charged.

Admission of retrenched item.

128. The words "*Not payable at the treasury*" must, if not already printed thereon, be written in *red* ink at the head of all contingent bills submitted for countersignature, the amount of which has already been drawn by means of abstract.

Bills which have already been cashed to be marked to that effect.

129. Police officers who have to submit contingent bills will despatch them on the *last* working day of the month to which they relate, or as soon after as possible.

Contingent bills when to be submitted.

Points to be noted in preparing contingent bills,

130. The attention of officers to the following remarks is particularly directed:—

(1). Column 1 of the specimen form of bill shows the amount sanctioned for the current year. The figures can be filled in from the general allotment statement issued by the Central Office when sanction to the budget is received.

(2). Column 2 "amount expended including this bill" will be ascertained by adding, to the amounts exhibited in the *previous* bills of the current year, the amount of the *present* bill.

(3). Column 3 will exhibit the authority under which the charges made, whether such be a standing order issued in a circular, or a special sanction accorded by competent authority. In the latter case the number and date of letter must be quoted, and the original, or an authenticated copy, must be attached to the bill.

(4). Column 4 will show the number of the vouchers attached in support of the charges.

(5). Column 5 shows the charges classified to suit the budget headings of this department; and beyond the headings prescribed none should be entered by the police officer without giving explanatory remarks.

(6). A separate travelling allowance bill will not be required, but journals drawn up in the form prescribed will be sufficient as vouchers to support the entries in the body of the bill under the proper heading.

(7). The charge "clothing for the police" will be made but once in the year; and should be entered in the bill for the month of April of each year.

131. Special contingent bills must be submitted for any gratuities sanctioned by Government. Such charges being of the nature of pensions cannot be included in the ordinary monthly bill.

132. The Government sanction, gazette order, or an attested copy of a letter must be attached to every such bill to enable the Account department to pass the charge. Treasury officers will pay such bills on presentation.

133. District Superintendents of Police must submit applications for all contingent expenses on account of Rent of buildings, rewards, Good Conduct allowances, Renewal and Repairs of arms and accoutrements required for the cantonment police, to Cantonment Committees.

134. On all bills for sanctioned expenditure must be clearly and legibly written the authority, with No. and date of sanction. This should be entered on the left hand side.

135. As each item charged in the contingent bill is debitable against a distinct budget heading, officers should be careful not to exceed the same without sanction, and should endeavour to be as economical as the efficiency of the force and the performance of their duty admit of.

Charges for carriage should be lessened by using Government camels when possible.

136. Where Government camels exist they should be utilized as much as possible so as to lessen the expenditure under the head of carriage for constabulary. For further instructions see orders under head CARRIAGE (*para 158*).

Printing and stationery charges to be separately shown.

137. Printing and stationery charges must be exhibited separately in abstracts of contingent bills, and in the contingent bills themselves.

Printing charges to include cost of paper.

Charges for typographic printing prohibited.

140 Indents for English forms will be submitted annually, on the 15th September, to the Inspector General of Police for a supply of sanctioned letter-press forms for the year next following.

141. Emergent indents may be submitted for printing typographically notices or other documents of a miscellaneous nature which cannot be provided for when the annual indent is complied with.

142. Lithographed forms and other lithographed matter shall be procured from jails only. If lithography be well executed at the nearest provincial jail, then the work shall be given to such jail. If the work cannot be well executed at such jail, the police officer may resort to another provincial jail, but shall report the matter to his immediate superior.

143. A separate contingent bill, supported by the jail receipts, must be prepared for expenses incurred on account of lithographic printing. As the Superintendent of the jail will submit monthly bills, there will be no necessity to cash abstracts, but the money can be drawn on the contingent bill itself, which will then become one of the treasury officer's vouchers.

144. All country paper shall be procured as ordered in para 142. A separate contingent bill must be submitted, as in para 143, if the country paper is procured at a jail other than that at which the lithographic printing is executed.

If the same jail is resorted to for both purposes, one contingent bill will suffice for the exhibition of charges on account of both printing and paper only.

Note of charges incurred on account of lithographic printing and country paper.

145. A note must be inserted at the foot of the general contingent bill, stating the amount charged in the separate bills for lithographic printing and paper.

146. District Superintendents of Police are at liberty to assign fixed monthly sums, within the amounts available in the budget, to officers in charge of police stations for oil and miscellaneous contingencies; but country paper must be procured from the jail and issued to stations for use.

147. Postal charges will be shown under a separate heading in the contingent bill; amounts paid for bearing letters being entered after that paid for the purchase of labels.

148. District Superintendents will draw under a separate head in their contingent bills, and defray, any moneys required for the travelling expenses of escorts over notes. Where not already printed in the contingent bills the heading "travelling expenses of escorts over notes" must be entered by hand, as also in the check registers maintained by the Deputy Inspector General and Central office.

149. Officers must be careful to note in red ink at foot of the contingent bills the dates and amounts of all abstracts cashed during the month.

Vernacular vouchers to be translated.

150. All vernacular vouchers attached to contingent bills must have translations made in English on their reverse side.

Vouchers for sums not exceeding Rs. 10 may be retained by District Superintendent Police, as ordered in para 155.

151. Vouchers for sums not exceeding Rs. 100, drawn in contingent bills, will be cancelled and retained by the countersigning authority, who, if a Deputy Inspector General, will be guided by the instructions given in paras 178 and 179.

Vouchers for charges under Rs. 100 to be retained by countersigning office.

152. All officers holding gazetted appointments must attach a receipt stamp of one anna in value to their journals of distances travelled, which are attached as vouchers to the contingent bill whenever the amount exceeds Rs. 20.

Journals of distances if for more than Rs. 20 to be stamped.

153. When charging rewards paid to informers, disbursing officers must, when it is considered undesirable to reveal the name of an informer who has earned a reward, furnish a certificate, *on honor*, that the reward has been paid to the person alone whose *incognito* it is essentially necessary to preserve.

Payment of rewards to informers whose names it is desirable to conceal.

154. Only such abstracts as are cashed *within* the month can be included in the bill for that month. The contingent bill must, therefore, be made up on the *last* working day of the month as ordered in para 129, and any sums undrawn must be obtained on that day from the treasury. The aggregate of all these abstracts should tally exactly with the total of the detailed contingent bill.

Amounts of abstract contingent bills cashed within the month to be entered in monthly contingent bill, in which any balance still due should be drawn.

155. Officers must endeavour carefully to carry out the instructions of Government as to the restriction of expenditure within the limits assigned for the service of their districts.

Expenditure to be kept within budget limits.

156. Officers are prohibited from irregularly hurrying disbursements of money towards the end of the official year, in order to prevent lapses of budget grants.

Hurrying disbursements to prevent budget provision from lapsing prohibited.

GOVERNMENT OF INDIA,—FINANCIAL DEPARTMENT.

No. 1,625, dated 10th March 1870.

There is reason to believe that expenditure which would otherwise be postponed is not unfrequently incurred in the month of March in order to prevent lapses of budget grants. That such motives should be allowed any influence is obviously open to grave objections financial and other.

2. The Governor-General in Council, therefore, requests that the several departments of the Government of India and the Local Governments, will seriously warn disbursing officers under their control against regulating the disbursement of public money entrusted to them upon any grounds other than those considerations of economy and expediency, which should guide all public expenditure.

3. The disbursement of money may be fairly expended so long as all rules are regularly observed, but it should never be irregularly hurried in order to prevent the necessity of applying for a fresh grant.

Certificates that are to be attached to contingent bills,

157. Disbursing and controlling officers are required to attach to their contingent bills the certificates prescribed in the following orders of the Government of India:—

No. 3750, Dated, Fort William, the 17th December 1873.

GOVERNMENT OF INDIA.—FINANCIAL DEPARTMENT.

ACCOUNTS.

READ again—

Financial Resolution No. 842, dated 7th February 1873, prescribing revised forms of certificates to be attached to contingent bills.

READ also the undermentioned communications from the Governments of Bombay and Bengal, suggesting, for reasons stated, an alteration in the form of disbursing officer's certificates :—

Bombay letter No. 3,097-159F, dated 21st August 1873.

Bengal „ No. 2,806, dated 18th September 1873.

RESOLUTION.—The disbursing officer referred to in the Resolution of the 7th February 1873 is the officer who draws a bill for contingent charges, and is responsible for the due disbursement of the amount.

A disbursing officer may be left to deal with vouchers for items not exceeding ten rupees, attaching to his contingent bill a certificate in the following form in lieu of that prescribed in the orders of 7th February 1873 :—

“ I certify that the expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided. I have satisfied myself that the charges entered in this bill have been really paid. Vouchers for all sums above Rs. 10 in amount are attached to the bill. I have, as far as possible, obtained vouchers for smaller sums, and am personally responsible that they have been so destroyed that they cannot be used again.”

When the bill of a disbursing officer is countersigned vouchers for sums above Rs. 10 and not exceeding Rs. 100 shall be examined, cancelled, and retained in the office of the countersigning officer, as directed in the orders of 7th February 1873.

Accordingly, for the certificate prescribed for the countersigning officer in those orders the following shall be substituted :—

“ I certify that in support of every charge of more than Rs. 10 made in this bill a receipt or other voucher in proper form has been given to me and is now in my possession. The receipts and vouchers for items in excess of Rs. 100 are attached to the bill, and I am personally responsible that the receipts and vouchers for all other items of more than Rs. 10 are in proper form and order, and that they have been so cancelled that they cannot again be used to support claims against the Government.”

A district officer need not personally give the certificate required from a disbursing officer. With the sanction of the Commissioner or, in the Madras Presidency, of the Board of Revenue, he may delegate the duty to one of his gazetted subordinates.

A register of contingent expenditure should be kept in each office, and the initials of the head of the office should be entered against the date of the payment of each item.

The Governor-General in Council expects that every public officer will exercise the same vigilance in respect to petty contingent expenses that he would do if he were spending his own money.

The following extract from a Circular by the Accountant General Panjáb containing subsidiary instructions is also published for general guidance :—

Circular No. 415 dated 24th January 1874.

From—The Accountant General Panjáb.

To—All officers who submit or countersign contingent bills.

4. It will be understood that, when possible, a receipt from the payee must be procured by the disbursing officer, but in cases, e. g., charges for *ekka* hire, petty repairs of furniture, railway tickets, petty supplies for office use, such as paste, &c., &c., where such a receipt cannot be obtained, an acknowledgement from the person through whom the money is paid away will suffice.

The Government of India have recently modified the orders contained in para. 2 of Financial Certificate for the postal charges Resolution No. 4,032, dated 30th September 1871, directing that on covers, all charges for postage paid on covers, whether “ Service Bearing ” or “ On Her Majesty's Service,” should be supported by the covers, with amount of the charge marked on them, under the initial of the Postmaster who received the payment. Henceforth the head of any office having a large service-bearing correspondence will be allowed to sign the

following certificate, which will be accepted by this department as a sufficient voucher for any charge that may appear on this account in the contingent bill, in lieu of the original covers :—

" *Certificate.*—I do hereby certify that I have personally satisfied myself that the charge in this bill for bearing postage has been actually incurred, and that the covers on which the charge has been made have been cancelled so that they cannot be used as vouchers for any other charge."

Carriage.

158. The following rules regarding carriage will be observed. When the Government establishment of camels existing in some districts is inadequate for the demand, or where such an establishment does not exist, carriage will be given to foot police, employed on escort or detached duty, on proceeding to and from rural stations, at the following rates :—

Constables,	7 sérs per man.
Sergeants,	10 do do.

All ranks drawing horse allowance will not receive carriage from the Government.

159. Constables, or sergeants, detached for a special duty, on which they go and return in seven days will not be allowed carriage. Carriage for policemen detached on special duty. Policemen should always be able and ready to spend a week out on duty with nothing but their arms, a razai, and a cooking pot—in fact, encumbered with nothing that they cannot easily carry themselves.

160. When the escort is supplied on the requisition, and at the cost of any department or individual not entitled to it free of charge, the charge for carriage, from and to the police lines, during the performance of the escort duty, will be included in the bill, on account of police supplied, to be defrayed by the department requiring the service.

Carriage for men on police duty to be charged in contingent bills.

161. Carriage for police employed on police duty, that is, on all duties for which the police department must bear the charge, will be charged in monthly contingent bills.

162. When parties of police are marching on escort or other duties, they are at liberty to avail themselves of the shelter afforded by sarais, on payment of the customary fees. The amount to be charged in *contingent bills* under the head of "CARRIAGE."

163. District Superintendents will include in their contingent bills, under the separate head *carriage of escorts*, all expenditure they may incur on this account. The expenditure of the different districts will be debited against the general grant by the Account department irrespective of the amount allotted to districts for any year in the budget statement.

164. Each District Superintendent should pay for the carriage expenses of the men of his own district; and, therefore, if he anticipates that they will not be relieved till they reach the final destination of the treasure escorted, sufficient advance should be given to the officer in charge to defray all expenses. It causes needless trouble for officers in charge of guards to take advances from the District Superintendents on the road, as such moneys have to be recovered and remitted.

By the presentation of an abstract of the contingent bill on any day in the month, any expenditure incurred can immediately be recovered.

165. On the face of all vouchers for carriage should be inserted particulars as to the nature of the duty, and the authority under which it was undertaken. Thus in the case of treasure it should be stated the amount escorted, and the stations from and to which the money has been conveyed, with the number and date of the Accountant General's order directing the remittance.

Municipal and Cantonment Police.

166. The above rules apply to all bodies of police, whether paid by Municipalities or from Cantonment cesses. All expenditure incurred on account of these will be audited by the Accountant General, in precisely the same way as other police expenditure.

Above rules apply to Municipal and Cantonment police.

Permanent Advances.

167. In the districts of Lahore, Ambálah, Amritsar, Hushiárpur, Gurdáspur, Ráwalpindí, Jhelam and Multán, a permanent advance of Rs. 150 is sanctioned, and for all other districts a like advance of Rs. 100.

168. District Superintendents can, if they require to do so, immediately after incurring any contingent expenditure, obtain the amount spent, by presenting to the treasury officer an abstract of the contingent bill for the month, containing the sum spent, for payment.

Money for contingent expenditure may be obtained on abstract contingent bills.

169. Advances are therefore, by the above practice, rendered unnecessary, as a rule, for contingent expenditure. The permanent advances now sanctioned are intended mainly for expenses connected with the diet of prisoners, and for small items of expenditure for which it may not be convenient to draw abstracts of contingent bills. A certain sum should be allotted to each police station, and to the Court Inspector, and the balance should be retained at head quarters, being exhibited in the vernacular account for the purpose. The advances made to Deputy Inspectors need only be entered once for all, to show how the money is distributed.

170. The following circular by the Accountant General Panjáb on the mode of obtaining and accounting for the advances taken by officers is annexed for general guidance:—

Method of accounting for the advances.

Circular No. 310, of 15th December 1873.

FROM—The Accountant General Panjáb.

TO—All officers in the Panjáb who submit contingent bills.

To enable every officer incurring contingent charges to certify to the actual payment of every charge made in his contingent bill, a permanent advance will be granted upon application through this office; and in order that all such permanent advances may be properly adjusted, I have the honor to prescribe the adoption of the following system.

2. When sanction to the grant of an advance has been received, the amount should be drawn from the treasury upon an ordinary receipt signed by the officer for whom the advance has been sanctioned, and at whose personal debit the advance will be held.

3. On the first office day after the 31st March of each year, every officer who has received an advance will address to this office a brief acknowledgment that the amount is in his possession, is due from, and has to be accounted for by him.

4. And whenever there is a transfer of the charge of an office to which a permanent advance has been made, the relieving officer should invariably address to this office a similar acknowledgment, otherwise the advance will remain at the personal debit of the relieved officer.

No. 1,002 of 5th February 1874.

FROM—The Accountant General Panjáb.

TO—The Inspector General Police Panjáb.

The numerous applications recently received with reference to the first paragraph of my Circular 310 dated 15th December 1873, for sanction to the grant of enhanced permanent advances, prove the existence of considerable misunderstanding in respect to the nature and purpose of those advances. Under revised instructions from Government, which were embodied in my Circular 315 dated 24th January 1874, a receipt or voucher for every payment, however small, charged in a contingent bill should be obtained from the payee or the person through whom a payment is effected. The monthly contingent bill, therefore, should be sent in only for completed transactions, and should by means of these vouchers and receipts or by the certificates prescribed, contain in itself absolute proof that every item charged for has been actually paid.

The ordinary method whereby the immediate payment of demands upon presentation can be carried out is to anticipate the encashment of the monthly contingent bill by drawing the required money from the treasury upon abstract bills. No limit has been placed to the number of abstract bills which may be drawn in a month, but as it is undesirable as well as inconvenient to multiply their number indefinitely to meet petty demands for sums under Rs. 50 small permanent advances, limited, except under the orders of the Government of India, to that sum, may be granted to any officer incurring such petty expenses, which generally, I may add, need to be paid at once without delay.

A permanent advance may always be replenished whenever necessary, by the presentation of an abstract bill for the charges paid out of it. And whenever a contingent charge larger than Rs. 50 has to be made, the requisite funds may be at once also procured by an abstract bill. It appears unnecessary, therefore, to apply for larger advances.

Account of permanent advances to be kept in vernacular by Pay Sergeant.

171. This account is to be kept up in vernacular by the Pay Sergeant and balanced monthly.

172. As abstracts of the contingent bill can at all times be drawn to meet

Permanent advance to be recouped by means of abstract contingent bill.

should each month be no more than that amount.

expenditure, and thus all payments from the small balance of this advance remaining in the Pay Sergeant's hands, can be adjusted within the month, the balance

II.—DEPUTY INSPECTOR GENERALS' BILLS.

Contingent bill of Deputy Inspectors General.

173. The foregoing instructions apply generally to the offices of Deputy Inspectors General.

174. When a Deputy Inspector General is on tour, his contingent bill may

Deputy Inspector Generals' contingent bills may, during their absence be signed by D. S. at head quarters.

be signed by the District Superintendent of Police of the head-quarter station of the division; but the Deputy Inspector General's head clerk shall be responsible that all the charges are authorized and proper and the amounts correct.

175. The Deputy Inspector General when on tour, may, only when necessary,

Deputy Inspector General on tour may cash abstract contingent bills at any district in their circles.

cash abstracts of his contingent bill at the treasury of any district in his circle; but as treasury officers will not be able to check the Deputy Inspector General's disbursements he should be most careful not to exceed his budget assignment.

Transactions to be confined as much as possible to head quarters treasury.

Account department orders regarding cashing of abstract contingent bills.

176. The Deputy Inspector General is expected to confine his pecuniary transactions as much as possible to the treasury of his head quarter station.

177. The following circular letter by the Accountant General Panjáb is republished for guidance:

Copy of General Letter H. dated 29th July 1867, from the Accountant General Panjáb to all Deputy Commissioners in the Panjáb.

To enable the Deputy Inspectors General of Police to comply with the rule which obliges them to cash the abstract of their contingent bills within the month for which they are prepared, I have the honor to inform you that, at the request of the Inspector General of Police, those officers have been permitted to cash their abstract contingent bills in future at any of the district treasuries situated within their respective circles.

When therefore the Deputy Inspector General of Police of the circle within which your district is situated requires funds for the payment of office contingencies, travelling allowance, rewards, country stationery and service postage labels, he will present an "abstract contingent bill" properly receipted, and this will accompany your "list of payments" as a voucher for the charge.

The Inspector General of Police will be requested to issue the necessary instructions to the Deputy Inspectors General, in order that their monthly detailed contingent bills may include all sums drawn on "abstract bills" from the district treasuries situated within their respective circles, and indicate the several treasuries from which payments may have been made, as well as the dates of such payments during the month, care being taken to enter the dates in consecutive order in the detailed bill.

Dy. Ins. Genl. to cancel and retain vouchers for items under Rs. 100 in District Superintendent's contingent bills.

179. The Deputy

File book of cancelled vouchers to be kept.

178. Vouchers for sums not exceeding Rs. 100 attached to the contingent bills of District Superintendent of Police, as noted in para 151, be cancelled by Deputy Inspector General and retained in his office.

Inspector General will keep a file book for each district in the circle, and it will be the duty of the head clerk, after cancelling the vouchers with the office stamp, to paste them into these books, endorsing them "*charged in contingent bill for the month of.....*".

The files must be preserved until the period of limitation has expired in respect of the transactions for which the receipts are recorded.

Dy. Ins. Genl's. bills will be similarly treated in C. P. O.

180. A similar course will be adopted in respect to Deputy Inspector General's bills in the Central Police office.

APPENDICES.

FORMS OF PART 1.

BOOKS.

- No. I.—Cash Book and its Sub-heads.
 - No. II.—General Police Fund Account.
 - No. III.—Receipt Book.
 - No. IV.—Cheque Book.
 - No. V.—Deposit Receipt File.
-

POLICE DEPARTMENT

DR.

No.

CASH

General Cash Account of the Police

Date.		RECEIPTS.	Amount.	Total.
1874				
		Balance brought forward,	4,281 2
Sept.	4th	D. 1st Grade Foot Sergeant Budhawa Singh deceased on 3rd July 1873, sale of effects as per list in vernacular, sold by order of Deputy Commissioner, less Rs. 7 due to Clothing Account, ...	17	
"	"	C. Received from sale of effects of Budhawa Singh due to Clothing as above, ...	7	
"	17th	District Pay Abstract for August, Rs. 6,235-0-0		
		<div style="display: flex; align-items: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg); font-size: small; margin-right: 5px;">Deduct.</div> <div style="margin-left: 10px;"> <div style="display: flex; align-items: center;"> <div style="font-size: 3em; margin-right: 5px;">{</div> <div> Cut by Treasury Officer, Leave, fines, &c., </div> </div> <div style="margin-left: 10px;"> Rs. 15 0 0 , 205 0 0 = 220-0-0 </div> </div> </div>	6,015	
		Pay of Municipal Police for the town of A. for August ... Rs. 800-0-0		
		Deduct.—Leave, fines, &c., ... „ 45-0-0	755	
		Pay of Municipal Police for the town of B. for August ... Rs. 340-0-0		
		Deduct.—Leave, fines, &c., ... „ 32-0-0	308	
		Pay for August of Cantonment Police, portion paid by Local Funds, ... Rs. 900-0-0		
		Deduct.—Leave, fines, &c., ... „ 18-0-0	882	
		Pay for August of Cantonment Police, portion paid by Imperial Funds, ... Rs. 300-0-0		
		Deduct.—Leave, fines, &c., ... „ 8-0-0	292	
	20th	M. Received from ... District, Pay for August for 3rd grade Deputy Inspector Arbel Singh, transferred by order of the Deputy Inspector General, No. ___ dated, ___	45	
		Carried forward ...	8,321	4,281 2 3

I.

BOOK.

Office for the month of _____ 18

DISTRICT

CR.

Date.		DISBURSEMENTS.	Amount.	Total.
1874				
Sept. 4th	C.	To Ganesht Lal for 1,000 yards American Drill,	500	...
	C.	2,000 do. Scarlet braid,	125	...
17th		Pay (of District Police) disbursed at Head-Quarters,	3,739	10 3
"		Order on Tahsil	900	...
"		Order on Tahsil	700	...
MEMO.				
Pay Abstract, less deductions, ...Rs. 6,015-0-0				
	C.	Clothing Head Rs. 484 8 0		
	CH.	Chanda " 93 0 0		
	L.F.	{ Leave, Fur- } " 97 13 9		
		{ lough, and Duty }		
		Disbursed at Head } " 5,339 10 3 = 6,015-0-0		
		Quarters and Tahsils, }		
"		Paid Municipal Police of Town A,	755	...
"		Paid Municipal Police Town of B.,	308	...
"		Paid Cantonment Police,	1,174	...
" 18th	D.	Paid by order of the Deputy Commissioner dated 17th inst. to Beja Singh son of Budhawa Singh,	18	7 11
" 28th	C.	Bansi Lal for making 150 coats,	125	...
"	C.	Paid Ram Bakhsh (No. 380).—1st grade Constable for { Cloth coat ... Rs. 1-2-0, Summer Clothing, " 2-8-0.	3	10...
"	CH.	To horse purchased for No. 74 Mounted Constable Chanda Singh,	120	...
"	CF.	Repairing talwar scabbards for the town Police of B.	6	4...
"	L.F.	Paid 1st grade foot constable No. 196 Nur, returned from escort duty, pay for August...	6	4 6
"	L.F.	Paid 1st grade foot constable Lehna, do.	6	4 6
"	M.	do. for 14 Charpoys for sick in the Police Hospital,	14	...
"	CF.	Paid Ram Bakhsh, matri, for a notice board for Sadr Bazar Station,	8	8...
" 30th	M.	Paid Deputy Inspector Arbel Singh, as per contra,	45	...
Carried forward, ...			8,555	1 2

Date. 1874		RECEIPTS.	Amount.		Total.	
		Brought forward, ...	8,321	...	4,281	2 3
Sept.	27th	C. 1st Grade Foot Constable No. 38 Rám Bakhsh discharged, balance due on account of cuttings for Clothing,	3	8		
"	28th	CH. Received from Mounted Constable No. 74 Chanda Singh, towards payment for a horse,	20	...	8,344	8 ..
GRAND TOTAL,	12,625	10 3

Date.	DISBURSEMENTS.	Amount.	Total.
1874			
	Brought forward, ...	8,555 1 2	
	To Balance carried forward, ...	4,070 9 1	
	<i>Disposal of Balance.</i>		
	In Government Treasury		
	Rs. 4,019 0 0 ...		
	Cash in Police Treasury		
	chest Rs. 51 9 1 = 4,070 9 1		
	<i>Abstract of Balance.</i>		
C.	Sub-head, Clothing ...	2,881 6 0	
O.	" Deserters &c. ...	0 0 0	
CH	" Chanda ...	343 0 0	
L.F.	" Leave ...	560 8 9	
C.F.	" Contingent ...	149 10 4	
M.	" Miscellaneous ...	136 0 0	
		4,070 9 1	
	GRAND TOTAL RUPEES ...	12,625 10 3	

DISTRICT.

POLICE DEPARTMENT.

D.—DESSERTERS' AND DECEASED MEN'S ACCOUNTS.

Police Cash Deposit Account of Deserters and deceased men, for month of

18

OR.

CR.

Date 1874.	RECEIPTS.	Amount.	Total.	Date 1874.	DISBURSEMENTS.	Amount.	Total.
September	Balance brought forward, being amount of pay due to Budhawa Singh up to 3rd July last,	1 7 11	September. 4th	Paid on account Budhawa Singh to Clothing Fund,	7	
		...		" 18th	Paid to Beja Singh, son of Budhawa Singh, late 1st Grade Sergeant, by order of Deputy Commissioner, dated 17th September 1864, less 7 Rs. credited to Clothing Fund,	18 7 11	25 7 11
	Sale of effects as per list (in vernacular) sold by order of Deputy Commissioner,	24	24		To Balance to credit of Fund,
	GRAND TOTAL,	25 7 11		GRAND TOTAL,	25 7 11

(To be kept in English.)

POLICE DEPARTMENT.

CH.—CHANDA.

DISTRICT

DR.

Cash Account of the Chanda Fund for the month of

18

CR.

Date 1874.	RECEIPTS.	Amount.	Total.	Date 1874.	DISBURSEMENTS.	Amount.	Total.
September	Balance brought forward,	350	28th	One horse purchased for 1st class		
	<i>Deductions from August's Pay:</i>				Mounted Constable Chanda Singh,		
	17th 8 Mounted Sergeants 1st class				No. 74,	120	120
	(1 excused), @ 1 rupee each ...	7			To Balance carried forward,	343
	6 ... Do. ... 2nd class,	6					
Do.	80 Mounted Constables,	80	93				
	28th Received from 1st class Mounted						
	Constable Chanda Singh, No. 74,	20	20				
	Grand Total,	463		Grand Total,	463

(To be kept in English.)

POLICE DEPARTMENT. **DR.** *Cash Account of men* **LF.—LEAVE, FURLOUGH AND DUTY.** *absent on leave, furlough or duty, during the month of* 18 . **DISTRICT.** **CR.**

Date.	RECEIPTS.	Amount.	Total.	Date.	DISBURSEMENTS.	Amount.	Total.
1874.	Balance brought forward	475	1874.			
	HELD IN DEPOSIT FOR MEN ABSENT ON DUTY.			Sept. 29th	Paid 1st Class Foot Constable Nur No. 195, returned from escort duty, salary for August, ...	6 4 6	
Sept.	17th 2nd grade Deputy Inspector Rahim Beg.	50		"	Paid 1st Class Foot Constable No. 215 Lehna, returned from escort duty, salary for August, ...	6 4 6	12 9...
	1st Class Foot Sergt. No. 19 Pir Bakhsh.	14 8...			TOTAL,	12 9...
	" " No. 27 Ram Singh.	6 4 6					
	1st Class Foot Conble. No. 195 Nur.	6 4 6					
	Do. No. 215 Lehna.	6 4 6	97		To balance carried forward,	560 8 9
	Do. No. 265 Yar Gul	6 4 6	13		GRAND TOTAL,	573 1 9
	GRAND TOTAL,	573				

POLICE DEPARTMENT. **DR.** *Account of Miscellaneous moneys received on account of Cantonment and Municipal Police for month of* 18 . **DISTRICT.** **CR.**

Date.	RECEIPTS.	Amount.	Total.	Date.	DISBURSEMENTS.	Amount.	Total.
1874.			164	1874.			
Sept.	1 To balance brought forward, ...			Sept.	Repairs to talwar scabbards for town police of B., ...	6 4...	
				"	Ram Bakhsh, mistari, for a notice board for sadr police station, ...	8 8...	14 12...
					To balance carried forward,	149 10 4
	TOTAL,	164		TOTAL,	164 6 4

POLICE DEPARTMENT.

M.—MISCELLANEOUS.

DR.

Cash Account of Miscellaneous Funds for the Month of

18 ;

DISTRICT.

CR.

Date 1864.	RECEIPTS.	Amount.	Total.	Date 1864.	DISBURSEMENTS.	Amount.	Total.
	Balance brought forward,	...	150	Sept. 19th.	Paid for 14 charpoys for the
		...			Sick in Police Hospital, ...	14	...
				" 30th.	Paid 3rd grade Deputy In-
Sept 10th	Received from—dis- trict, pay for Dy. Ins. Arbel Singh transferred by order of Dy. Ins. Genl. No.-----dated-----or August,... ..	45	45		spector Arbel Singh (trans- fer) as per contra, ...	45	59
					Balance carried forward,	136
	GRAND TOTAL,	195		GRAND TOTAL,	195

(Forms referred to in paras 2-26.)

Statement exhibiting Receipts and Disbursements on account of the General Police Fund, for the month of

18

CR.

DR.

Date.	Receipts.	Amounts.	Total.	Date.	Disbursements.	Amounts.	Total.
	Cash in Treasury as per last account, <i>Medical.</i>		00 0 0		<i>Special.</i>		
3	Received from—Supd. Surgeon for Police supplied on his requisition No.—of— <i>Survey.</i>	0 0 0		1	Paid up and discharged 2nd Class Constables of Special Watch and Ward Police, ...	0 0 0	
4	Received from—Police supplied on his requisition No.—of— <i>Private.</i>	0 0 0		4	2 Seers oil for Guard at Messrs,—...	0 0 0	
5	Received from Messrs.—and Co. for Police supplied as per requisition No.—of— <i>Sec: 14.</i>	0 0 0		6	To—Tailor for uniform, ...	0 0 0	
6	Received from—Police supplied under Act V Sec. 14, by order of Inspector-General. No.—of— ... Received from—Dy: Qr: Master General for Police supplied as per requisition No.—of— <i>Native tradesmen.</i>	0 0 0		8	To—for badges, ...	0 0 0	00 0 0
7	Received from—Police supplied on requisition No.—of— <i>Municipal.</i>	0 0 0			<i>Cantonment.</i>		
8	Received from—Police supplied on requisition No.—of— <i>Municipal.</i>	0 0 0		10	To—for Stationery for all the stations in Cantonments for one month, ...	0 0 0	
9	Received from—Police supplied to the City of— <i>Cantonment.</i>	0 0 0			<i>Municipal.</i>		
	Received from—Police supplied to the Cantonment of— ... Carried over,	00 0 0	0 0 0	11	To—for Stationery for all the stations in the City for one month, ...	0 0 0	00 0 0
				12	Oil for stations in Cantonments, ...	0 0 0	
					<i>Municipal.</i>		
				13	Ditto ditto City, ...	0 0 0	
				14	To—for repairing arms of the city Police for the month of— <i>Cantonment.</i>	0 0 0	
				15	To—for repairing arms of the Cantonment Police for the month of— <i>Special watch and ward.</i>	0 0 0	0 0 0
				16	To—for repairing Arms of the Special Watch and Ward Police, ...	0 0 0	
				17	Paid Special Police as per Muster Roll ...	0 0 0	00 0 0
					Carried over,	0 0 0	00 0 0

Date.	Receipts.	Amounts.	Total.	Date.	Disbursements.	Amounts.	Total.
	Brought forward.	00 0' 0-00	0' 0		Brought forward,	0 0' 00	0
	Sec. 41.				Municipal.		
10	Received for Processes,	0 0' 0		18	Paid City Police of—as per Muster Roll,—	0 0' 0	
	Post office.				Cantonment.		
11	Received from—for Police supplied as per requisition No.—of—	0 0' 0		"	Paid Police of Cantonment of—as per Muster Roll,	0 0' 00	0
	Municipal.				...		
12	Received from—for repairs to police station in the city of—	0 0' 0		19	Books supplied to City Police,	0 0' 0	
	Cantonment.			24	Paid to contractor for repairing station No.—and No.—in the city as per his contract dated—	0 0' 0	
13	Received from—for repairs to police station, in cantonment, of—	0 0' 0			Cantonment.		
				26	Paid to—Contractor for repairing station No.—and No.—in the cantonment as per his contract, dated—	0 0' 0	
					Municipal.		
					To—Deputy Inspector for petty repairs to station No.—in city as detailed and sanctioned by me in Police orders of—	0 0' 0	0
					Cash in hand	...	00 0' 0
					Of which in Treasury,—	0 0' 0	
					In my hands,—	0 0' 0	
					Total,	00 0' 0	
	Grand total Rupees ...	000	0' 0		Grand total Rupees ...	000	0' 0

Certified that the sum of Rupees 00-0-0 is at the credit of this Fund in this Treasury on the _____ of _____

District. }

(Sd.) C. D.,

In charge of Treasury.

(Sd.) A. B.,

District Superintendent of Police.

Dated

(Form referred to in paras 27—31.)

No. III.

RECEIPT BOOK.

POLICE DEPT.

DISTRICT.

No.


Dated

18

Sent to.....

Address.....

AMOUNT  Ds.

 (For acknowledgment see counterfoil.)

Particulars of remittance.

Remittance

On what account

District Superintendent of Police.

RECEIPT.

POLICE DEPARTMENT.

DISTRICT.

No.


Date

18

Received from

District Superintendent of Police

the sum below stated, on account of

 Rupees

Name.....

Address.....

(Form referred to in paras 32-34.)

No. IV.

POLICE DEPARTMENT.

CHEQUE BOOK.

DEPOSIT ACCOUNT.

Cheque No.	dated	
Cash in Treasury		Rs. 000 0 0
Drawn by this		Rs. 00 0 0
Cheque ...		
Balance		Rs. 00 0 0

MEMORANDUM.

Paid for Clothing	Rs. 00 0 0
" men re-joined	00 0 0
from leave,	
Total	Rs. 00 0 0

A. — B. —
District Supdt. of Police.
 DISTRICT.

DISTRICT.

DEPOSIT ACCOUNT.

Cheque No.

The Officer in charge of the Treasury at.....is
 requested to pay the bearer the sum of Rs. (*figures*) (Rs. *in writing*)
 and to debit the same to the Police Deposit Account.



A. — B. —

Dist. Supdt. of Police.

187.

Dated

(Form referred to in paras 35—38.)

No. V.

DEPOSIT RECEIPT FILE.

This is a mere blank file.— *Vide para 39*

FORMS OF PART II.

PAY.

- No. VI. —Table of acting allowances admissible.
- No. VII. —Advances not to be taken from public money in deposit.
- No. VIII. —Establishment bill form.
- No. IX. —Form of acquittance roll.
- No. X. —Abstract of the several acquittance rolls.
- No. XI. —Receipt to be forwarded with pay abstract.
- No. XII. —Roll of hospital stoppages.
-

No. VI.

Table of the Pay and Acting Allowances, Panjdb Police.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16		
Substantive Appointment.	ASSISTANT DISTRICT SUPERIN- TENDENT POLICE.							DIST. SUPDT.		Assistant Inspector Gene- ral Railway Police.	DISTRICT SUPDT.		DEPUTY INSPR. GENL.		Inspector General.		
	1st class.							4th grade.			3rd grade.		2nd grade.			1st grade.	
	2nd class.							3rd grade.		2nd grade.		1st grade.					
	3rd grade.	Re	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.		
	2nd grade.	Re	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.		
	1st grade.	Re	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.		
	1st class.							3rd grade.		2nd grade.		1st grade.					
	3rd grade.	Re	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	
	2nd grade.	Re	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	
1st grade.	Re	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.	Rs.	A. P.		
A. D. Supdt. 2nd class 3rd grade.																	
" " 2nd "	200	N/2.	N/2.	50	100	150	200	266 10 8	333 5 4	400 0 0	533 5 4	666 10 8	833 5 4	1,000 0 0	1,250 0 0		
" " 1st "	350	N/2.	N/2.	75	150	225	300	400 0 0	500 0 0	600 0 0	700 0 0	833 5 4	1,000 0 0	1,250 0 0	1,500 0 0		
1st class 4th grade	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
" " 3rd "	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
" " 2nd "	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
" " 1st "	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
Dist. Superintendent 4th grade	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
3rd "	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
Asst. Inspr. Genl. Railway Police	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
Dist. Superintendent 2nd grade	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
1st "	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
Deputy Inspr. General 2nd "	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
1st "	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
Inspector General	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		
...	500	N/2.	N/2.	100	200	300	400	500 0 0	600 0 0	700 0 0	800 0 0	966 10 8	1,200 0 0	1,500 0 0	1,750 0 0		

N.B.—Antique figures denote pay, ordinary figures acting allowance.

(5) This table has been prepared by the Accountant General's Office.)

(Table referred to in para. 41.)

No. VII.

ADVANCES NOT TO BE TAKEN FROM PUBLIC MONEYS IN DEPOSIT;

No. 1,422, dated 18th July 1864.

FROM—*The Secretary to Government of India, Home Department,*
TO—*The Secretary to Government Panjáb.*

An instance has lately been brought to the notice of the Governor-General in Council of a District Superintendent of Police drawing a sum of money against Police deposits (consisting of horse and clothing fund, &c.) as an advance of pay, such pay being at the time due to him and in arrears.

2. On reference to the Inspector General of Police, it appeared that the practice of taking advances from the police deposits did obtain in the police force in question, and the Inspector General did not seem to be aware of its great impropriety. He argued that the proceeding in the case brought to notice was objectionable, only because it was unnecessary: that is to say, because the District Superintendent's pay bill would have reached him in a day or two; thus leaving it to be inferred that if from any circumstance, the arrival of the pay bill had been delayed, the officer would have been justified in helping himself from the public money in his charge. The Inspector General appeared further to be ignorant that police funds are as much a public trust as any other public money.

3. The Governor-General in Council, in expressing his serious displeasure at the proceeding of the District Superintendent, and at the laxity displayed in the Inspector General's view of his subordinate's conduct, has directed that it shall be intimated distinctly to every police officer in the province that, any officer of the force who shall in future, under any circumstances whatever and however, temporarily apply the public money in his charge to his own uses, will assuredly be removed from the force.

4. I am directed to submit the matter to the notice of * * * * *
in order that if deemed necessary, steps may be taken to warn the officers of the police force in * * * * * against any similar irregularities.

(Referred to in para. 52.)

No. VIII.

POLICE DEPARTMENT.

DISTRICT.

GOVERNMENT OF PANJAB.		SALARY LIST OF SANCTIONED ESTABLISHMENT.			MONTH OF 187	
Head of Service chargeable.		F. IV.—POLICE.			No. of Voucher.	
1	2	3	4	5	6	7
No. of men.	NAME AND DESIGNATION.	Grade.	Full amount of salary.	Fines.	Net Amount.	REMARKS.
	HOSPITAL ESTABLISHMENT.					
	Hospital Assistant or Native Doctor					
	Dresser					
	Bhisti					
	Cook... ..					
	Sweeper					
	TOUR ESTABLISHMENT.					
	Cook... ..					
	Bhisti					
	Sweeper					
	OFFICE ESTABLISHMENT.					
	Inspectors.					
	Deputy Inspectors.					
	Sergeants, Mounted.					
	Sergeants, Foot.					
	Constables, Mounted.					
	Constables, Foot.					
	Total of men present ...					
	ARREARS.					
	Carried forward ...					

(1).—Memo. of vacant appointments.

TOTAL RS. ...

(2).—Memo. of pay drawn in previous bills but not yet disbursed.

TOTAL RS. ...

(3).—Memo. of absentees on leave (pay not drawn).

TOTAL RS. ...

(4).—Memo. showing the pay for (drawn under head, "Arrears")
on account of men rejoined from leave in the month.

TOTAL RS. ...

(5).—Memo.

Sanctioned cost of Force, as per Schedule ...

Total salaries of men present ...

Pay of vacant appointments, vide memo. above (No. 1.) ...

Pay of men absent on leave (not drawn), vide memo. above (No. 3.)

Pay for of men rejoined from leave (No. 4) ...

(Form referred to in paras 71 and 95.)

POLICE DEPARTMENT.

DISTRICT

PAY ABSTRACT FOR THE MONTH OF

187 .

Statement showing names of men absent on leave on the 1st

187

and whose pay is not drawn in the Pay Abstract for the month above quoted

1	2	3	4	5	6	7
Serial Number.	Rank.	NAMES.	LEAVE OBTAINED.			Remarks.
			Extent	From	To	
					Pay proper.	

Dated

187 . }

District Superintendent of Police.

Monthly Return of Non-gazetted Officers drawing more than Rs. 20 attached to the Police Force of this District who were absent on leave during the month of 187 .
[Prescribed in Supplement F, Section 16 (b 1), Civil Leave Code.]

1	2	3	NATURE AND PERIOD OF LEAVE.					8	9	10	11	12	13
Name of Absentee.	Office held by Absentee.	Monthly salary of absentee.	4	5	6	7		Excess of pay over leave allowances.	Name of substitute (if any).	Acting allowances consequent on the leave.	Excess of column 9, if over column 11, to be deducted from bill.	REMARKS.	
			Medical.	Private affairs.	Furlough.	Without pay.	Privilege or subsidiary.						
			Section 3.	Section 5.	Section 7.	Section 9.	Sections 10, 12.						
			For months, from	For months, from	For months, from	For months, from							

Men absent without leave should not be entered in this Return. Such absence involves forfeiture of appointment (Section 15, Supplement F, Civil Leave Code.)

Dated 187 . } District Superintendent of Police.

No. XI.

POLICE DEPARTMENT.

DISTRICT.

Receipt to be forwarded with Pay Abstract.

Forwards Pay Abstract for the above district for the month of
aggregating Rs.

It is requested the money may be paid as detailed below:—

By order on	Tahsil for Rs.				
Do.	"	"			
Do.	"	"			
Do.	"	"			
By Credit to Police Deposit		"			
Deductions as noted on Abstract					
Cash to bearer		"			
Total Rupees ...					

Dated

18

}

Received payment,

District Supdt. of Police.

(Form referred to in para 115).

No. XII.

POLICE DEPARTMENT.

DISTRICT.

Roll of men liable to Hospital Stoppages during the month of

18 .

1	2	3	4	5	6	7
No.	Name and rank.	Date of		Amount of stoppages.	Disease.	REMARKS.
		Admission.	Discharge.			

Dated

18

}

Surgeon, in Medical Charge.

(Form referred to in para 122.)

FORMS OF PART III,

CONTINGENCIES.

- No. XIII. Contingent bill form.
No. XIV. Abstract of contingent bill.
No. XV. Memorandum of objections by Deputy Inspector General.

No. XIII.

POLICE DEPARTMENT.

DISTRICT

HER MAJESTY'S INDIAN GOVERNMENT

DR.

To Contingent expenses incurred by the District Superintendent of Police during the month of 187 .

1	2	3	4	5	6	7
BUDGET.						
Amount sanctioned for current year.	Amount expended including this Bill.	Authority for the charge.	No. of Vouchers.	DETAIL OF CHARGES.	Amount.	Total.
				FOR OFFICERS AND OFFICE.		
				Travelling Allowance.		
				Of D. S. P. } Vide		
				Of A. D. S. P. } Journals,		
				Telegraph Charges.		
				Paid for messages, vide receipts ...		
				Hot Weather Establishment.		
				Pankha Coolies, @ ...		
				Bhisti, @ ...		
				Miscellaneous.		
				Cloth for Bastahs, &c.		
				Fuel for fire-places ...		
				Office furniture, vide receipts ...		
				Pardahs ...		
				Chicks ...		
				Padlocks ...		
				Paid for Tattis. } See vouchers		
				Do. Nands. }		
				Do. Pankha ropes ...		
				Do. do. fringes ...		
				Do. Preparing and hanging ...		
				Pankhas ...		
				FOR THE FORCE.		
				Clothing.		
				() Foot Sergeants, @ Rs. 5 each		
				() " Constables, @ " 5 "		
				Arms and Tents.		
				Allowance for Repairs ...		
				Carriage for Constabulary.		
				Employed on Police duties ...		
				Medical Charges.		
				Cost of Bazar Medicines (vide bills)		
				Total carried forward ...		

1	2	3	4	5	6	7
BUDGET.		Authority for the charge.	Number of Vouchers.	DETAIL OF CHARGES.	Amount.	Total.
Amount sanc- tioned for cur- rent year.	Amount expend- ed including this Bill.					
				Brought forward ...		
				<i>Allowance to Zaildars.</i>		
				Inams paid (<i>vide</i> roll of men attached)		
				<i>Fixed Contingencies.</i>		
				For () Thanahs, @ ...		
				" () Chaukis, @ ...		
				<i>Reward for Capture of Criminals.</i>		
				Paid under sanction of Ins.-General (<i>see</i> Statement attached)		
				Paid under sanction of Dy. Ins. Genl. (<i>vide</i> Statt. attached) ...		
				Paid by Dist. Supdt. under authority of Cir. quoted, to for , ..		
				<i>Charged in separate bills on account of</i>		
				Vernacular Printing ...		
				Country Stationery ...		
Grand Total Rupees					...	

I certify that the expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided. I have satisfied myself that the charges entered in this bill have been really paid. Vouchers for all sums above Rs. 10 in amount are attached to the bill. I have, as far as possible, obtained vouchers for smaller sums, and am personally responsible that they have been so destroyed that they cannot be used again.

I do hereby certify that I have personally satisfied myself that the charge in this bill for bearing postage has been actually incurred, and that the covers on which the charge has been made have been cancelled so that they cannot be used as vouchers for any other charge.

Dated

1874 . . .

District Superintendent of Police.

I certify that in support of every charge of more than Rs. 10 made in this bill, a receipt or other voucher has been given to me, and is now in my possession. The receipts and vouchers for items in excess of Rs. 100 are attached to the bill, and I am personally responsible that the receipts and vouchers for all other items of more than Rs. 10 are in proper form and order, and that they have been so cancelled that they cannot again be used to support claims against the Government.

Countersigned for Rs.

Deputy Inspector General of Police,
Circle.

JOURNAL of DISTANCES travelled by *during the month of* 187 .

1	2		3	4	5	6
Date.	LOCALITIES VISITED.		No. of miles travelled @ anas per mile.	No. of days halted @ Rs. per diem.	Amount.	Remarks.
	From	To				
Total ...						

I hereby certify upon honor that the journeys above charged for were undertaken solely on the public service, and that the distances noted are, to the best of my belief correct.

Dated

187 . }

District Superintendent of Police.

XIV.

POLICE DEPARTMENT.

DISTRICT

Abstract of Contingent bill for the month of

187 .

1		2	3
Detail of Budget Heads.		Amount.	Total.
FOR OFFICE.	Travelling allowances of European officers ...		
	Printing for office ...		
	Stationery for office ...		
	Telegraph charges ...		
	Hot Weather Establishment ...		
	Miscellaneous ...		
FOR THE FORCE.	Clothing for the Force ...		
	Carriage for Constabulary ...		
	Cost of Bazar Medicines ...		
	Rewards for capture of Criminals ...		
	Fixed contingencies for Thanahs and Out-posts,		
	Vernacular Printing for Stations and Out-posts,		
	Country stationery for do. do. ...		
	Repairs on account of arms and tents ...		
Allowance to Zaildars ...			
GRAND TOTAL, RUPEES ...			

Dated

187 . }

Received Payment,

District Superintendent of Police.

(Form referred to in para 125.)

POLICE DEPARTMENT.

No. XV.

CIRCLE.

*Memorandum of Objectionable Charges retrenched from the Contingent Bill of
District Superintendent of for the month of 18 , for reasons assigned below.*

1	2	3	4	5	6	7
Objectionable items.	AMOUNT.			Grounds of re-trenchment.	Explanation of drawing officer.	Final orders of controlling officer.
	Charged in Bill.	Passed.	Retrenched.			
Totals ...						

Dated 187 } Deputy Inspector General of Police.

(Form referred to in para 126.)

MEMORANDUM.

The following orders are superseded :—

1	2	3
Part I.—Books.	Memo 1,622 of 21st June '66. " 1,975 of 27th July '66. Circular 17 of " " 19 of " Cir. M. 2,698 of " No. 2,720 of 11th Oct 1866. No. 2,884 of 30th Oct. " Circular 28 of 1867. " 29 of " " 24 of 1868. No. 61 of 7th January 1869. Circular 20 of " " 23 of " No. 2,753 of 6th October " Cir. M. 151 of 1870. " 2,117 of " Circular 1 of 1871. " 10 of " No. 2,950 of 6th May 1871. Memo. 3,141 of May " No. 3,864 of June " Circular 43 of " " 46 of " " 12 of 1872. " Circular M. 2,858 of 1872. " 195 of 1873. Circular 12 of " Circular M. 1,064 of " Circular 22 of " " 24 of " " 28 of " " 28 of "	Part III.—Contingent Bills. Circular 76 of 1861. Circular M. 1,477 of 1862. Circular 22 of " " 14 of 1863. " 24 of 1865. " 29 of " Circular M. 2,194 of " Circular 31 of " Circular M. 4,248 of " Circular 4 of 1866. M. 2,317 of 30th Augt. 1866. Circular 18 of " " 23 of " " 20 of 1867. Circular M. 2,814 of " " 1,781 of 1868. " 2,445 of " Memo. 1,344 of 21st May 1869. Circular 28 of 1869. Memo. 744 of 22nd March 1870. Circular 4 of 1871. M. 787 of 30th March 1872. Circular 24 of 1872. " 25 of " " 28 of " " 33 of " Circular M. 2,858 of " Circular 10 of 1873. " 12 of " " 24 of " Memo. 1,893 of "
Part II.—Pay.		
Cir. Memo 1,663 of 1861. " 148 of 1862. Circular 19 of 1863. " 22 of 1864. " 32 of " Cir. Memo 2,339 of " " 3,164 of " Circular 12 of 1865. " 24 of " No. 120 of 11th April 1866. Cir. Memo 231 of " Circular 2 of " " 6 of "		

BOOK CIRCULAR No. XXXV.

(No. 224.)

Dated Lahore, 29th January 1874.

VERNACULAR RECORDS OF DISTRICT SUPERINTENDENTS' OFFICE.

Vernacular offices of Dist.
Supts.Division of the subject
under four heads.The following rules for the regulation and disposal of
Vernacular Records in sadr police offices are prescribed.2. The subject may be conveniently treated of
under four heads, viz.

- I. The system of record.
- II. The strength of office establishment necessary.
- III. The books to be kept, and the mode of keeping them.
- IV. Disposal of records.

I.—THE SYSTEM OF RECORD.

3. The records of a District Superintendent's office consist of petitions received from the rural stations, correspondence from the surrounding districts, diaries, periodical returns, and charge registers with their respective case diaries.

System of record.—What the record consists of.

Charge sheets and inquest reports (section 133, Crim. Pro. Code) belong to the records of the Deputy Commissioner's office.

4. The records will be under the charge of the Assistant Court Inspector, who will be allowed a constable to help him in his duties.

Records to be in charge of Assistant Court Inspector.

5. All correspondence, whether from other districts, or petitions from rural stations, will on receipt be abstracted into the diary. Replies should, in all cases where it is unnecessary to preserve the original communication received, be written on the references themselves, as the entries in the diary and despatch book will contain all the information necessary.

Correspondence received—how to be disposed of.

Similarly the despatch book contains a record of all orders or letters sent out of the office.

Order or letters issued.

6. Charge registers should be kept with their case diaries. The number and date of the letter in order of time should be noted on the charge registers, consecutively, so that it can be seen at a glance whether the file is complete.

Charge registers and intermediate reports.

7. A set of large pigeon holes, consisting of three rows, with a lid opening downwards to lock up, should be procured to contain these records. Along the rows the name of each reporting station and post should be pasted. The top row will receive *traced* cases; the second, *untraced* cases; and the third, cases in which the plaintiff declines to prosecute. At the end of each month these should be sorted, tied up with a list on the top of each bundle, and carefully put away in an almirah.

Cases to be arranged in order in shelves.

8. Ephemeral correspondence, such as petitions for leave &c., will not remain in the office, as under these orders only documents important to retain in original will be kept. These can be filed in monthly bundles; and the corresponding number in the diary should be noted on the papers, so as to admit of their being readily traced.

Record of ephemeral and permanent correspondence.

A strong almirah with a shelf for each year will be used for the preservation of these papers.

II.—THE STRENGTH OF OFFICE ESTABLISHMENT.

9. The duties of a District Superintendent's vernacular office embrace the following branches of work:—

Office work and strength of establishment.

- General police work.
- The pay department.
- The internal economy of the force.

10. Offices are divided into *first* and *second* class, according to the importance and size of district.

11. The following show the sanctioned strength of a first and second class police office :—

1	2	3
Branch of office.	Designation,	Rank of official,
General police office work.	English writer,	Deputy Inspector 1st or 2nd grade,
	Court Inspector,	Ditto 1st grade,
	Assistant do and Record Keeper,	Mounted Sergeant.
	Office reader,	Ditto.
	Assistant office reader,	Foot Sergeant 1st grade,
	2nd do. do.,	Ditto 2nd grade,
	Diarist and return writer ...	Mounted Sergeant.
	Assistant ditto.,	Foot Sergeant 2nd grade,
	Assistant Record Keeper ...	Constable 1st do.
	Copyist	Ditto Ditto
	Despatcher... ..	Ditto Ditto.
Pay department.	Pay Sergeant,	Mounted Sergeant.
	Asst. do.,	Foot Sergeant 1st grade,
Internal economy.	Orderly Sergeant	Foot Sergeant 1st grade,

Abstract of Column 3.

- 2 Deputy Inspectors, (1 may be of the 2nd grade.)
 4 Mounted Sergeants.
 3 Foot Sergeants of the 1st grade.
 2 do. do. 2nd do.
 3 Foot Constables 1st grade.

Strength of a second class police office :—

1	2	3
Branch of office.	Designation.	Rank of official.
General police office work.	English Writer, ...	Deputy Inspector 2nd grade.
	Court Inspector, ...	Do. 1st grade.
	Assistant do. and record keeper, ...	Mounted Sergeant.
	Office Reader, ...	Do. do.
	Assistant reader, ...	Foot Sergeant 1st grade.
	Diarist and return writer, ...	Do. do.
	Copyist and despatcher, ...	Constable 1st grade.
	Assistant record keeper, ...	Do. do.
Pay department.	Pay Sergeant, ...	Mounted Sergeant.
	Assistant do., ...	Foot Sergeant 2nd grade.
Internal Economy.	To be done by the Assistant Pay Sergeant, ...	

Abstract of column 3.

- 1 Deputy Inspector, 1st grade.
 1 do. do. 2nd do.
 3 Mounted Sergeants.
 2 do. do. 2nd do.
 2 Foot Constables, 1st grade.

Deputy Court Inspectors have not been shown in the above details, as they will vary according to the number of courts existing in each district.

First and second class 12. The districts entitled to maintain first and second class offices are as follows :—

12 First Class.

- | | |
|--------------|------------------|
| 1. Ambáláh. | 7. Gurdáspur. |
| 2. Dehlí. | 8. Jálándhar. |
| 3. Karnál. | 9. Hushíárpur. |
| 4. Firozpur. | 10. Multán. |
| 5. Lahore. | 11. Ráwalpindí. |
| 6. Amrítsar. | 12. Gujránwáláh. |

14 Second Class.

- | | |
|--------------|------------------|
| 1. Ludíánáh. | 8. Montgomery. |
| 2. Simlah. | 9. Muzaffargarh. |
| 3. Gurgáon. | 10. Jhang. |
| 4. Hissár. | 11. Jhelam. |
| 5. Rohtak. | 12. Gujrat. |
| 6. Sirsa. | 13. Sháhpur. |
| 7. Kángra. | 14. Siálkot. |

13. Though for convenience sake, and to enable the responsibility of subordinates to be ascertained, certain definite duties are assigned to each official, yet every man in the office will be expected to help generally. For example, in the early part of the day the despatcher will have little to do, and should assist the diarist, whose work will be heaviest then; and in the latter part of the day the position will be reversed.

III.—THE BOOKS TO BE KEPT, AND THE MODE OF KEEPING THEM.

14. The books to be kept by Court Inspectors have been prescribed already in Book Circular No. XIV; they are therefore not alluded to here. The following list shows the books to be kept in vernacular, and the officials to be entrusted with them. Their forms are given in the appendix.

Books to be kept, and the mode of keeping them.

No. 1.	General criminal register, showing results of police working.	...	{	Diarist and return writer. In 2nd class offices the Assistant Court Inspector might supervise this.
" 2.	Diary of all correspondence received,	...	{	Diarist and Assistant.
" 3.	Despatch book or register of all orders issued,	...	{	Diarist, Despatcher and Office reader.
" 4.	Register of proclaimed offenders,	...		
" 5.	Alphabetical register of convicted criminals,	...		
" 6.	Standing order book,	...		Office reader.
" 7.	File book of Circulars,	...		
" 8.	Pay abstracts, including acquittance rolls,	...		
" 9.	Cash book,	...		Pay Sergeant and Assistant.
" 10.	Permanent advance account,	...		
" 11.	Clothing deduction account of recruits,	...		
" 12.	Long roll,	...		
" 13.	Morning report,	...		Orderly Sergeant.
" 14.	Defaulters' book,	...		
" 15.	Magazine book,	...		
" 16.	Order book,	...		Office reader.
" 17.	Stock account of new clothing,	...		Orderly Sergeant.
" 18.	Stock account of kits,	...		

(1.)—*General criminal register.*

15. This book is the basis of all statistical returns, and the greatest care must be taken to ensure its being kept correctly up to date. It must be substantially bound, and the entries in it neatly made, as it will form a permanent record.

General criminal register—
its importance and form.

The following are the rules laid down for its preparation :—

- I. It contains in a tabular form the history of every cognizable case reported to the police, and every non-cognizable offence investigated by them.
- II. The book should be divided into groups of offences corresponding with the arrangement in Statement A. of the Annual Report. For ready reference, the headings should run along the top of the volume, which should be in index fashion, to enable the eye to trace the different divisions. Each section of the Penal Code or other law should have a quarter, half, or whole page, or several pages, assigned to it, according as the entries may be frequent or otherwise: both cognizable and non-cognizable crime headings will be necessary.
- III. On receipt of a counterfoil of charge register, the diarist will fill into this book as many columns as he is able from the information afforded; he will make a memorandum on the counterfoil of the charge register—"entered contents in Book No. 1" (giving date). As the case progresses, the contents of the case diaries will, in like manner, (so much of them as affects this statistical record) be abstracted into this book, notes being made across them as on the counterfoils of the charge registers.
- IV. If a charge sent up by the police be altered by the Magistrate, a red line will be drawn through the original entries in this book, and the particulars entered under the section found by the court. But if more than one person is concerned, and one is convicted under the offence charged by the police, and others under different sections, the columns for persons in the original entry will be altered to agree with the record, and new entries will be made under cases and persons for the remaining persons. The alterations are to be made in red ink, and in such a manner as to leave the original entry legible. The persons transferred to the new offences will be subtracted from the former one.
- V. Cases cancelled and transferred to other districts will be erased by a red line being drawn through them, so as to prevent mistakes in addition.

Under the entry will be written, in red ink, the order passed in the case and the date of such order.

- VI. In columns 28 and 33 enter discharges under sections 125, 132, 195 and 215, Criminal Procedure Code.
- VII. In columns 30, 31, 35 and 36, include all acquittals and persons arrested in cases dismissed under sections 205, 208 and 209, Criminal Procedure Code.
- VIII. Only persons *acquitted* or *convicted* are to be considered as having been placed on their trial.
- IX. Columns 28 to 32 show the results in cases which the police prosecute on their own judgment; columns 33 to 37, the result in prosecutions ordered by the Magistrate—that is, when the police, after investigation, do not prosecute, and the Magistrate orders prosecution.
- X. At the close of the year, each group of crime (excluding cases transferred to other districts and cancelled cases) will be carefully totalled, and these figures will supply the information for the annual statement.

(2.)—*Diary of all correspondence received.*

16. The form is simple and needs little explanation. In the column for contents (No. 6) a *verbatim* copy should only be made when the importance of the document requires it; usually an abstract will suffice.
- Book No. 2, the diary—
entries how to be made in it.

It should be recollected that as petitions &c. are returned with the replies on them the abstract in the diary must be sufficiently full and clear to obviate the necessity of referring to the original. Petitions, inquest papers, and reports of all kinds will be abstracted into this book.

Abstracts. Entries to be
concise yet clear.

17. Orders should never be sent out written on case diaries of cases, but by separate parwānahs. Once a case diary is received it should, after perusal by the Magistrate, if important, be filed with its charge register.
- Orders not to be written
on intermediate reports.

18. The reference column (7) of the diary will show what has been done with each paper received. It is sufficient in cases where a letter has been issued, and therefore entered in the despatch book, to note—“orders passed, *vide* No.—of despatch book.” The catch word of the subject in column 2, if intelligently filled in, will be a useful guide in tracing correspondence.
- Reference to be carefully
noted, and catch word of
subject filled in.

(3.)—*Despatch book or register of all orders issued.*

19. This is the companion book to the diary. These two registers show all the vernacular correspondence of the year with other districts, as well as with officers subordinate to the District Superintendent. Standing orders which appear *in extenso* in book No. 6, (the Standing Order book) should be very briefly abstracted. Mere orders for parades, entertainment of recruits, &c., will not be copied into this book at all, but only into No. 16 (the Order Book).
- Despatch Book.
- Entries how to be made,
and what orders are to be
recorded.

20. Every written order, however, which leaves the office will find a place in this book. Column 6 is intended for references to entries in the diary. For example:—a parwānah is issued requiring a report on a certain subject; as soon as it is received the diarist enters it in the diary, and a note is made in column 6 of the despatch book opposite the letter calling for it.—“received, *vide* Diary No.—.”
- All written orders to be
recorded and references to
be marked off.

(4.)—*Register of Proclaimed Offenders.*

21. This is the same form as Station Book No. IV. Orders regarding it
 Register of proclaimed offenders. have been given in Book Circular No. VIII (CRIMINALS) paras. 32-33.

(5.)—*Alphabetical register of criminals convicted of certain offences.*

22. Orders regarding the mode of preparing this have been laid down
 Alphabetical criminal register. in paras 46—52 of Book Circular VIII (CRIMINALS).

(6.)—*Standing order book.*

23. This book is intended to contain all standing orders regarding police
 Standing order book. procedure or explanations of the law, or on departmental subjects, for the guidance of the force which the District Superintendent may find it necessary to issue. An index should be prepared and issued at the end of the year to rural stations, as one part of station book No. XI corresponds with this register.

Orders to be entered verbatim. The orders should be copied *verbatim*; and if subsequently cancelled the fact should be noted in column 5.

24. District Superintendents will, on the issue of any standing or Circular
 District Superintendents to send copies of their standing orders to Deputy Inspectors General. order, affecting procedure, law, returns, discipline, or other important subject, forward a copy for information to the Deputy Inspector General of the Circle.

It will be the duty of the Deputy Inspector General to bring any improper orders to notice or to cancel them.

(7.)—*File book of Circulars.*

25. This is merely a file to receive the printed translations of circulars issued
 File of vernacular circulars. by the Inspector General of Police.

(8.)—*Pay abstracts, including acquittance rolls.*

26. Full instructions regarding the preparation of
 Pay abstracts and acquittance rolls. these documents will be found in Book Circular No. XXXIV [ACCOUNTS.]

(9.)—*Cash book.*

27. The English Cash Book gives all the information needed by the District
 Cash book. Superintendent; the present book is a mere vernacular account for the satisfaction of the Pay Sergeant, and to enable him to compile any returns required, and should be in the form prescribed in Book Circular No. XXXIV [ACCOUNTS] for the English Cash Book.

(10.)—*Permanent Advance Account.*

28. This book should be in the form prescribed in appendix. It should be
 Permanent advance. balanced monthly.

(11.)—*Clothing deduction account.*

29. Form and directions for keeping up this register are given in Book
 Clothing register. Circular No. XXIX [CLOTHING.]

(12.)—*Long roll.*

30. The form is given in appendix. A good space should be left between the badge numbers, which should run consecutively so that, on a casualty occurring, the name can be run through with a pen, and that of the man who receives the badge number of the discharged policeman entered.

Long roll.—Ample space to be left between names.

New names—how to be entered.

(13.)—*Morning report.*

31. A form for this book is given. The full detail need not be entered up every day; but the standing duties may be bracketted together and the lump total given. On the 1st of each month the return must be given complete.

Morning report—Entries how to be made in.

The book should be printed and strongly bound. At the foot of each page the orderly sergeant must note all the changes or casualties which occurred on that day.

(14.)—*Defaulters' book.*

32. This is to be kept in the form given as No. II of Appendix to Book Circular No. XIX on PUNISHMENTS AND APPEALS. It will enable the Orderly Sergeant to carry out the punishments awarded, and prepare any statistical returns that may be required.

Defaulters' book.

(15.)—*Magazine book.*

33. The form explains itself; a few extra columns are added for the entry of any new stores which may hereafter be supplied.

Magazine book.

The account should be balanced half-yearly, on 1st April and 1st October, as the return sent to the Examiner of Ordnance Accounts will be made out from it. Only stores received from Magazines are to be shown in the half-yearly return, whilst in the Store-book all police Government property is to be exhibited.

Accounts to be balanced half-yearly.

(16.)—*Order book.*

34. This will be a blank book with a quarter margin ruled in it. It will be of the nature of a regimental order book. Parades, punishments, reliefs, transfers, orders to guards, leave, promotions, suspensions, rewards, and all orders for payment of money, or for deductions to be made from the men—in short, all matters connected with internal economy or discipline will be entered in it.

Order book.

The District Superintendent Police must note in English in the quarter margin the substance of any order involving reduction, promotion, or enlistment, as well as any vacancies.

(17.)—*Stock account of new clothing.*(18.)—*Stock account of Kit.*

35. The forms for these books and full instructions for keeping them will be found in Book Circular No. XXIX [CLOTHING].

Clothing account Books.

IV.—DISPOSAL OF RECORDS.

36. All books prescribed by this Circular are permanent records, and are not intended to be destroyed.

Permanent record.

37. At the end of the year all the cases reported during it in which the plaintiff declines police aid, and all *traced* and *untraced* bailable cases, should be sorted, tied up separately by months, and put aside. After two years these records (consisting of charge registers and case diaries) may be destroyed.

38. Charge registers and case diaries in *untraced* non-bailable offences (other than those in which the plaintiff declines police aid) are to be kept permanently.

What to be destroyed after two years. In *traced* non-bailable offences, they may be destroyed two years after the close of the year in which they were reported.

39. The copies of the station diaries may be destroyed after two years, counting from the last month of the year in which they were written or, where necessary, may be retained for a longer period.

By the arrangements for record, petitions and other papers of trifling importance will not be kept in the office; the papers retained in original, on account of their importance, are permanent records.

APPENDIX.

No. I.

POLICE DEPARTMENT.

DISTRICT.

General Register of crimes cognizable by the Police, and also of those non-cognizable offences which are investigated by the Police in the year

COMPLAINANT.		ACCUSED.										CASES.		PERSONS.										PROPERTY.																					
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46
Serial number of cases reported.																																													
Cases received by transfer.																																													
Cases of past years prosecuted.																																													
Police station—date of report—& No. of charge register.																																													
Date and place of occurrence.																																													
Section of Penal Code or law infringed.																																													
Name and parentage.																																													
Residence.																																													
Name.																																													
Parentage.																																													
Caste and occupation.																																													
Residence.																																													
Age.																																													
Whether educated or not.																																													
Number of previous convictions.																																													
Cancelled.																																													
Plaintiff declines to prosecute.																																													
No fine obtainable.																																													
By Police, <i>suo motu</i> .																																													
By order of Magistrate on complaint, or under sec. 142 C. P. C. in which no previous information was given to police on which they acted.																																													
By order of Magistrate after police have declined to take up the case.																																													
No. of cases in which convictions have been obtained																																													
Pending at end of last year.																																													
Received by transfer.																																													
By Police.																																													
Died, escaped, or transferred before trial.																																													
Discharged without trial.																																													
Number put on their trial.																																													
By Magistrate.																																													
By Session or Chief Court.																																													
Acquitted.																																													
Convicted, including those ordered to find security for good conduct.																																													
Discharged without trial.																																													
Number put on their trial.																																													
By Magistrate.																																													
By Session or Chief Court.																																													
Acquitted.																																													
Convicted, including those ordered to find security for good behaviour.																																													
Otherwise disposed of, died &c., after trial.																																													
In custody of police.																																													
On bail.																																													
Under trial before Magistrate.																																													
Committed to Sessions.																																													
No. of cases in which property was stolen.																																													
Amount of property recovered.																																													
No. of cases in which property was recovered.																																													
Amount of property stolen.																																													
Amount of property recovered.																																													

(Form alluded to in paras 14 and 15.)

No. II.

POLICE DEPARTMENT.

DISTRICT.

Diary of all correspondence received in the office of the District Superintendent of Police in the year 18 .

1	2	3	4	5	6	7
Diary serial number.	Subject.	Name and address of writer.	Date of letter.	Date of receipt in this office.	Contents.	Reference.

(Form alluded to in paras 14 and 16.)

No. III.

POLICE DEPARTMENT.

DISTRICT

Despatch book or register of all orders passed, and correspondence issued from the office of the District Superintendent of Police in the year 18 .

1	2	3	4	5	6
Despatch serial number.	Subject.	Addressee.	Date.	Contents.	Reference.

(Form alluded to in paras 17 and 19.)

No. IV.

Register of Proclaimed Offenders.

For this see Book Circular No. VIII—[CRIMINALS]—paras 32-33.

No. V.

Alphabetical Register of Convicted Criminals.

For this see Book Circular No. VIII—[CRIMINALS]—paras 46-52.

No. VI.

POLICE DEPARTMENT.

DISTRICT.

Register of standing orders issued to the police of this district.

1	2	3	4	5
Serial number of the year.	Subject.	Date.	ORDER.	REMARKS.

(Form referred to in paras 14 and 23.)

No. VII.

This is a mere file for Circulars.

(See paras 14 and 25.)

No. VIII.

Pay Abstract and Acquittance Rolls.

No. IX.

Cash Book.

(See paras 14—27.)

For instructions regarding these two, see Book Circular No. XXXIV [AC-
COUNTS.]

FORM No. X.

POLICE DEPARTMENT.

DISTRICT.

Dr. *Account of the permanent advances of Rs. for the month of* 187 . **Cr.**

1	2	3	4	5	6	7	8
Date.	RECEIPTS.	Amount.	Total.	Date.	DISBURSEMENTS.	Amount.	Total.

(See paras 14 and 28.)

No. XI.

CLOTHING DEDUCTION ACCOUNT.

(Referred to in para 29.)

For instructions see Book Circular XXIX [CLOTHING.]

No. XII.

POLICE DEPARTMENT.

DISTRICT

Long Roll of the Police force of the above district.

1	2	3	4	5	6	7	8	9	10	11	12	13
Constabulary number.	Name and parentage.	Date of enlistment.	Caste.	Age on enlistment.	HEIGHT.	RESI- DENCE	Particular marks.	Detail of past service prior to entering constabulary.	Name of referee.	Promotions and reductions.	Date and cause of leav- ing police.	Remarks.
					Feet.	Inches.	District. Thana. Village.					

(Form referred to in paras 14 and 30.)

POLICE DEPARTMENT.

No. XIII.

DISTRICT.

Daily State of the Force.

DETAIL OF DUTIES.	Date 18 *.									
	DETAIL OF ESTABLISHMENT.									
	1			2			3		4	
	INSP- ECTORS.			DEPUTY INSP- ECTORS.			SERGEANTS.		CONST- ABLES.	
							Mount- ed.	Foot.	Foot.	
	1st grade.	2nd do.	3rd do.	1st grade.	2nd do.	3rd do.	1st grade.	2nd do.	1st grade.	2nd do.
Present, off duty, ...										
Sick, ...										
In confinement, ...										
Under suspension, ...										
Recruits and Drill Instructors, ...										
On duty in Police lines, ...										
" " Civil Courts, ...										
" as Orderlies, ...										
" at the Jail, ...										
" at the Lock-up, ...										
" at the Treasury, ...										
" as Commissioners' Guard, ...										
" as Deputy do. do., ...										
" as Settlement Officer's do., ...										
(Other guards to be detailed when given)										
TOTAL AT HEAD QUARTERS, ...										
At Thánahs, ...										
At Out-posts, ...										
At Tahsils, ...										
TOTAL, ...										
On furlough, ...										
On short leave, ...										
On sick leave, ...										
Absent without leave, ...										
On escort duties, ...										
In course of relief, ...										
TOTAL, ...										
Wanting to complete, ...										
Excess of established strength, ...										
GRAND TOTAL, ...										

* Similar columns for succeeding days of the month.
(Form referred to in paras 14 and 31.)

No. XIV.

DEFAULTER'S BOOK.

(Referred to in paras 14 and 32.)

For the form see Appendix No. II of Book Circular No. XIX [PUNISHMENTS AND APPEALS.]

POLICE DEPARTMENT.

No.

RECEIPTS.

Magazine Store Book showing all articles received.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21		
Date.	Receipts.	AMMUNITION.										TENTS.										
		Bayonets.	Belts—waist.	Bayonet frogs.	Cartridges, ball.	Cartridges, percussion.	Cartridges, ball.	Cartridges, blank.	Caps, percussion.	Carbines.	Pouches.	Bayonet-scabbards.	Slings.	Talwars.	Worms.	Nipple wrenches.	Páls.	Poles.	Pegs.	Dark lanterns.	Batons.	REMARKS.
Half year ending. 18 .	IN HAND.																					
	{	Serviceable,																				
		Repairable,																				
		Unserviceable, ...																				
	Total, ...																					
RECEIPTS.																						
Total receipts, ...																						
Grand total in hand, ...																						
Deducted total issued, ...																						
Balance in hand on the																						

No. XVI.ORDER BOOK.

(*Referred to in paras 14 and 34.*)

This is to be a mere blank book.

No. XVII.

Stock account of new clothing.

No. XVIII.

Stock account of Kits.

(*Referred to in paras 14 and 35.*)

For forms and instructions see Book Circular XXIX [CLOTHING.]

(*Translated.*)

Memorandum of Orders Superseded,

Circular 32 of 1867.

1 of 1868.

"Memo No. 1,244 of 19th May 1868.

Circular 29 of 1868.

44 of

"Memo No. 60 of 7th January 1869 (*para 2.*)

Circular 27 of 1870.

CIRCULAR No. 10. OF 1874.

(No. 1,252.)

Dated 11th June 1874.

THE following orders by Government of India on the subject of travelling allowances to Police Officers, superseding those issued with Circular 23 of 1873, are published for general information.

GOVERNMENT OF INDIA—FINANCIAL DEPARTMENT.

RESOLUTION No 2,725 OF 29TH APRIL 1874.

Leave and Allowances.

READ again—

* * * * *

RESOLUTION.—On consideration of the whole question, and after ascertaining the views of the several Local Governments, the Governor-General in Council is pleased to prescribe the following rules in supersession of the Proceedings now read again :—

I.—A Police Officer who leaves his station on duty may draw travelling allowance by distance, if he travels not less than twenty miles on each day while so absent.

II.—A Police Officer who leaves his station on duty may not draw travelling allowance partly by time and partly by distance while so absent.

EXCEPTION 1.—If a Police Officer travels not less than fifty miles a day without stopping during any part of a journey, he may charge by distance for the part thus travelled, and by time for the rest of the journey.

EXCEPTION 2.—A Police Officer ordered by Government to proceed on special duty from his own station to any other place, may charge by distance for the journey to and from the place to which he is ordered, although the distance may be less than fifty miles, and by time for the period he is detained there on duty.

CIRCULAR MEMO. No 1,258 OF 1874.

Dated 12th June 1874.

DRAWS attention to Act XI of 1874, an Act to amend the Code of Criminal Procedure, and particularly to section 46, which makes the offences under the following sections of the Indian Penal Code cognizable by Police ;

Indian Penal Code, 323.—Voluntarily causing hurt.

„ 428.—Mischief by killing, poisoning, maiming, or rendering useless, any animal of the value of Rs. 10 or upwards.

„ 429.—Mischief by killing, poisoning, maiming, or rendering useless any elephant, camel, horse, &c., whatever may be its value, or any other animal of the value of Rs. 50 or upwards.

To be recorded as cognizable from date of passing of Act.

2. From the date of the passing of this Act (5th May 1874) the above offences are to be recorded in the Police returns as cognizable.

CIRCULAR No. 11 of 1874.

(No. 1,262.)

*Dated 13th June 1874.*Police Stations.

Presence of the men at the station:

SOME cases have lately occurred which show the necessity for laying down rules regarding men at rural stations whose families are living at the same place.

2. The officer in charge of a Police station will submit a statement to the District Superintendent, giving the names of the married men belonging to his station whose wives are residing there.

This statement will be countersigned by District Superintendent and returned to the Station-house Officer.

3. When any change takes place amongst the married men of a station, a corrected roll to be submitted when changes occur.

corrected statement is at once to be forwarded to the District Superintendent for countersignature.

Conditions under which men with families may sleep away from the station at night.

The Officer in charge of a station will be authorised to allow a certain proportion of these men to sleep at their houses, under the following restrictions:—

- (1). If both the Deputy Inspector and 1st grade Sergeant have their families residing there, both are not to sleep at their houses the same night.
- (2). Should either Deputy Inspector or 1st grade Sergeant be absent on duty at night, the other will remain at the station.
- (3). In all cases there must be 1 Sergeant and 4 Constables sleeping at the station before any married men are permitted to go to their houses for the night.

CIRCULAR No. 12 of 1874.

(No. 1,267.)

*Dated 15th June 1874.*Station Books.

The Diary to be a truthful record of the entries in it.

It has come to the Inspector-General's notice that false entries are not unfrequently inserted in Station-house Diaries, though of a somewhat trivial nature in themselves, such as the hour of departure or return of patrols.

It is of the highest importance that Station-house Diaries should be trustworthy and truthful records of every entry made therein.

Rules for the responsibility of making entries known to be false.

2. In order to put a stop to any such evil practice it is requested that the following instructions be rigidly carried out:—

Any police officer entering or causing to be entered a report *he knows to be false* in a Station-house Diary is to be dismissed the service, whether he has been directed to make such entry by superior authority or not.

For example—if a Deputy Inspector directs the Clerk Sergeant to enter in the diary that he (the Deputy Inspector) went out to patrol at 10 and returned at 2, whereas the Clerk Sergeant knew that the Deputy Inspector had never left the station; if such an entry was made, both the Clerk Sergeant and Deputy Inspector are to be dismissed.

On the other hand, if a Deputy Inspector returns to his station and directs the Clerk Sergeant to enter that he (the Deputy Inspector) has visited certain places, should this entry prove false, no blame would attach to the Clerk Sergeant.

3. A copy of this order in English and Vernacular is to be pasted on the cover of each Station-house Diary book.

N. B. A note of this order should be made at para 54 of Book Circular XXIII—(STATION BOOKS.)

CIRCULAR No. 13 of 1874.

(No. 1,275.)

Dated 16th June 1874.

In modification of the orders contained in paragraph 51 of Book Circular XXXIII [PROCEDURE], issues the following orders by Government of India, laying down the course to be observed in regard to convicts who escape from the Andamans and are re-captured on the mainland.

No. 2—155, dated the 18th May 1874, from Secretary to Government of India, Home Department, to the Secretary to Government Punjab.

The circular from this department, No. 3—297, of the 22nd November 1873, directed that all convicts escaped from the Andamans should be at once sent back to Port Blair to be dealt with there according to rule, instead of being committed to any Indian court for trial. But it has been represented that there are some legal impediments to this course; for, as the law now stands, a Magistrate cannot direct the transfer to the Andamans of a re-captured convict, but is compelled to commit him for trial, the place of such trial ordinarily being the court within whose jurisdiction the convict is re-captured.

2. The Government of India, however, have been advised that the difficulty might be surmounted in the case of life-convicts charged under section 224, Penal Code, by desiring the Magistrate at Port Blair having jurisdiction to issue a warrant under that section immediately after the fact of escape is known. The Magistrate on the mainland before whom the convict should have been taken by the police would be able, on the authority of this warrant, to transfer him to the Penal Settlement. Therefore, whenever any person is charged before a Magistrate with having escaped from the Penal Settlements, it will be the duty of the police to obtain an adjournment of the enquiry so as to admit of their ascertaining whether warrant has been issued by the Port Blair authorities. If no warrant has been issued, the enquiry will be concluded, and the prisoner will be tried on the mainland. If a warrant has been issued, he can be transferred to the Port Blair authorities in accordance with the provisions of section 170, Code of Criminal Procedure.

3. In the case of life-convicts this is the only procedure by which they can be subjected to substantial additional punishment for the offence of escaping, since it may be assumed that imprisonment for a short term on the mainland near their homes is rather a mitigation than an enhancement of their original sentence. But in the case of term-convicts it appears to the Governor-General in Council that their trial and conviction on the continent of India, under section 226 of the Penal Code, would really bring additional punishment upon them, for they would either be transported for life or suffer rigorous imprisonment, and would also eventually be remitted to Port Blair to work out the remainder of their original sentence. There is consequently no such urgent reason why such convicts should not be left to be dealt with by the authorities in the place of their re-capture under section 226, though it may be preferable for the maintenance of discipline that term-convicts also shall be sent back at once to the Andamans, to be tried there under section 224, whenever their warrants shall have been received.

4. Under these circumstances His Excellency in Council is pleased to direct that, in modification of the circular of the 22nd November, the following procedure be observed upon the re-capture of a convict, if the Local Governments see no impediment. The police who have arrested a person upon the charge of having escaped will apply to the Magistrate before whom the accused has been brought for an adjournment to enable them to ascertain whether a warrant has been received from Port Blair for his re-capture. Enquiry should be made at

the Home Department of the Government of India, if no warrant has been received by the police of the province in which the convict has been arrested ; and in all cases of escape by a life-convict, the Superintendent of Port Blair or other Magistrate having jurisdiction, as soon as the fact of escape is known, should issue a warrant charging him with having committed an offence under section 224, Penal Code, to the chief of the police of the province or administration in which the convict is known or is likely to be found, and should also forward a warrant forthwith to this department. If the warrant is forthcoming, the Magistrate by whom the case is being enquired into will decide whether there is any reason why the accused should not be removed in custody under section 170, Criminal Procedure Code, to the Magistrate at the Andamans who issued the warrant.

MEMO No. 1321.

Dated 24th June 1874.

Forwards for information and guidance copy of Circular No. 14 of 5th instant, Buildings.—Preparation by Secretary to Government Panjab Public Works Department, issuing instructions in view to saving labor in the on standard plans. preparation of plans and estimates for buildings to be constructed on standard designs.

CIRCULAR No. 14.

Dated 5th June 1874.

With the view of saving unnecessary labor in the preparation of estimates for buildings for which general plans and printed quantities have been issued, the following instructions should be attended to.

2. When the lithographed designs are adopted, no further drawing is necessary ; a simple reference to the general design will suffice.

3. If for any reasons the general design should be unsuitable, a new drawing, complete, or partial, will be required.

When only slight modifications of the general design are necessary, such modifications may be drawn on the lithographed plan, and submitted in that form.

4. Estimates should, as far as possible, be prepared on the general designs, and additions or deductions made from the printed quantities when depth of foundation, change in style of roof, or other circumstances, render deviations from the printed quantities necessary.

Unless the deviation from the general design is great, quantities should not be taken out anew in extenso.

5. Spare printed estimates, and in some cases spare lithographed general plans, can be obtained on application to this Office.

CIRCULAR No. 14 of 1874.

(No. 1,360.)

Dated 29th June 1874.

Police Officers are enjoined to be most particular in their inquiries before sending to the Chemical Examiner for report the parts of animals supposed to have been poisoned.

Cattle poisoning.

A previous careful enquiry enjoined.

With the view of aiding officers in this duty, rules are now prescribed in addition to paras 29 and 30 of Book Circular XV—[INQUESTS.]

2. The Police Officer should first satisfy himself that good and sufficient grounds do exist for suspecting that an animal has been poisoned ; and, whenever practicable, he should see the carcass before proceeding further.

Existence of grounds for suspicion.

It frequently happens when *viscera* are brought to the Police, that the complainants have themselves added the poison to suit their purposes.

Usual methods of destruction.

3. Animals are usually destroyed by either of the two following methods :—

I.—Poison given in food ;

II.—Pricking with poisoned needles.

Procedure when Chemical Examiner's report is necessary.

4. When the Chemical Examiner's opinion is necessary in either class of *case*, the following rules must be observed by the Police :—

RULES.

Class I—Poison given in food.

I. Open body of animal and put about one pound of the stomach with its contents into a large well cleaned glazed jar.

II. A piece of the liver, about a pound in weight, should be put into another similar jar.

III. Close both jars carefully and cover their mouths securely with a piece of oiled cloth, skin, or bladder, and seal them.

An impression of the seal should be sent on a separate piece of paper, or on some part of the report, which should invariably accompany the subjects.

IV. Label *each* jar, give it a number and date corresponding to those in the forwarding report.

The contents of the jars should be noted on the label, if possible, as well as in the report itself. This precaution is most necessary to distinctly indicate the jars to which a report relates ; especially is this necessary if two or more *separate* cases are sent together.

V. Pour clean water on the remaining contents of the stomach to wash away all vegetable and light substances. By this, small pieces of stone, sand, and undissolved arsenic, if any, will remain behind. Collect this residue and put it into an oiled cloth or other secure receptable ; tie and seal it as above and send it with the jars.

VI. With the subjects for examination send a report on the following points :

- (1.) Class of animal (*horse, buffalo or bullock, &c.*).
- (2.) Age and general condition previous to poisoning.
- (3.) The symptoms after the poison was given.
- (4.) How long after feeding the symptoms were in coming on.
- (5.) What were the prominent symptoms.
- (6.) How long did the animal live after the symptoms made their appearance.
- (7.) What poison was supposed to have been used.
- (8.) Appearance presented by the carcass after death.
- (9.) Give any other particulars likely to be useful.

VII. Forward any of the poisonous substance discovered and supposed to have been used.

VIII. State how the carcass has been disposed of.

Class II.—Needle poisoning.

In such cases it is quite useless sending the *viscera* for examination.

I. Obtain if possible and send the needles used ; give a description of their size, shape and color, and state where and under what circumstances found.

II. Examine the body for signs of inflammation and mark of puncture in parts affected.

III. Flay the animal and observe if the skin about puncture is red. If so cut off a piece of flesh at the inflamed part, inclose and send it in a glazed jar, as ordered in Rules III and IV for subjects under Class I.

(N. B. Arsenic is sometimes used on the needles, and in such a case it would probably be detected in the flesh of the inflamed part.)

IV. With above subjects send a report on the following points :—

- (1.) Class of animal (horse, bullock, &c).
- (2.) Age and general condition previous to poisoning.
- (3.) What were the symptoms observed before death.

N. B.—The usual symptoms are prostration, followed by a typhoid state, with exhaustion causing death.

- (4.) How long did the symptoms continue before death.
- (5.) Any other particulars.

V. State how the carcase has been disposed of.

Rules and questions to be lithographed for use.

5. These rules, with the several questions to be replied to, should be lithographed and issued to stations for use when occasion requires.

On one side of the paper should be the vernacular report of the Police Officer, and on the other should be its counterpart in English, which can be made by the District Superintendent of Police.

The report should be forwarded *with the substances* to the Chemical Examiner.

6. As one of the objects in cattle poisoning is the traffic in the marketable parts of animals, all headmen of villages and cattle owners should be strongly advised to completely destroy all parts of the carcase.

Checks against cattle poisoning.

The hide should be cut up into very small pieces, and the horns and bones broken and all burned and very completely destroyed or deeply buried.

This, if generally adopted, will be a very effectual check against cattle poisoning, except where enmity is the motive to it.

NOTE.—This Circular should be noted at pages 216 and 226 of Book Circular XV.

A perusal is recommended of the Chemical Examiner's report printed at page 245 of the Supplement to the *Panjab Gazette* for 1874.

CIRCULAR No. 15 OF 1874.

(No. 1,488.)

Dated Lahore, 18th July 1874.

Issues in continuation of *Book Circular* No. XII—[GUARDS AND ESCORTS]—the following rules regarding the duties of the Police Guard
 Guards and Escorts. supplied to officers of the Canal Department or, State
 Duties of Canal or State Railway Police in escorting treasure. Railway, and the precautions to be adopted when they are employed in escorting treasure.

2. Spare copies of the rules can be had on application to the Central Police Office.

RULES.

1. The duties of guards furnished to Canal or State Railway officers are similar to those of any Tahsil or ordinary standing police guard, and it should be clearly explained to these officers that these guards are not available for any detached miscellaneous work, beyond that of escorting treasure.

When employed as an escort over treasure. II. When employed on this last mentioned duty the following rules should be strictly observed:—

1. Two men should be invariably sent together.
2. When the amount exceeds Rs. 200, a sergeant should be sent with one or more men, according to the amount to be escorted.
3. The police should decline to receive charge of cash not properly secured either in a locked box, or in a sealed bag.
4. When the former mode is adopted and no official of the department accompanies, the key should be made over to the police, in a sealed envelope, for delivery to the officer to whom the treasure is sent.

Rules to be pasted on the order board. III. The above orders, transcribed in English and Vernacular, should be pasted on a board and hung up in the guard-room.

N. B.—This order to be noted after para 119 of the *Book Circular* quoted.

CIRCULAR MEMO. No. 1,533 OF 1874.

Dated Lahore, 24th July 1874.

Arms.

Revised form of licence to manufacture or deal in arms, &c.

The subjoined letter by Government of India, prescribing a revised form of licence to manufacture and deal in arms and ammunition, is published in amendment of Form No. IV, given at page 406 of *Book Circular* No. XXXIII—[PROCEDURE.]

No. 46—1,692, dated 12th June 1874.

From—The Under-Secretary to Government of India, Home Department.

To—The Secretary to Government, Panjab.

In continuation of the letter from this office No. 67-3,868, dated 23rd December 1873, I am directed to request that Form IV, which accompanied that letter, may be cancelled, and to forward copy of an amended form in which licence to manufacture or deal in arms and ammunition should be granted.

2. I am to take this opportunity to invite attention to section 14 of Act XXXI of 1860, and to observe that the proper maintenance and inspection of the books therein referred to, which are essential at all times to effective control over the traffic in arms, have become very much more important, now that the checks on importation are likely to stimulate home manufacture.

(ON STAMP PAPER OF THE VALUE OF TEN RUPEES.)

FORM IV.

Licence to manufacture or deal in arms and ammunition for one year from the date hereof.

1	2	3	4	5	6	7	8	9	10	11
Name of the holder and place of residence.	Place of business, that is, manufactory or shop.	DESCRIPTION OF ARMS		DESCRIPTION OF AMMUNITION		Probable estimated out-turn of each description of arms and ammunition per month.	Estimate of probable purchase and sale of arms and ammunition per month.	Actual reported out-turn of each description of arms and ammunition per month during the currency of the last preceding licence, if any.	Actual reported purchase and sale of each description of arms and ammunition per month during the currency of the last preceding licence, if any.	REMARKS.
		To be manufactured.	To be dealt in.	To be manufactured.	To be dealt in.					

Dated at

this day of

187 . }

Endorsement by the Panjab Government.

Circular No. 40—2,382, dated 22nd June 1874.

Copy forwarded to all Commissioners, Deputy Commissioners, and Inspector-General of Police, Panjab, for information and guidance, in continuation of this office circular No. 4—145, dated 10th January 1874.

Memo No. 1538, dated Lahore, the 25th July 1874.

DRAWS attention to section 72, Civil Pension Code, and directs that, as therein

Pensions.

Service books to accompany all applications for pension or gratuity.

ordered, the *Service Book* prescribed in section 69 be invariably submitted with all applications for pension or gratuity to non-gazetted uncovenanted police officers drawing 20 rupees a month and upwards.

CIRCULAR No. 16 of 1874.

(No. 1539.)

Transfers.

Certificate to be appended to travelling allowance bill,

PUBLISHES the subjoined Circular by Panjab Government with its annexure, prescribing the certificate which is to be appended to the travelling allowance bill of an officer who has been transferred from one to another district.

Circular No. 38—2189, dated 8th June 1874.

From—Secretary to Government, Panjab, Home Department.

To—All Heads of Departments, Commissioners and Deputy Commissioners in the Panjab.

As applications are frequently being made to this office from officers transferred from one station to another for a certificate that the transfer was made on public grounds and not solely for the convenience of the officer transferred, such certificate being supposed to be necessary to enable the officer concerned to draw travelling allowance, attention is hereby called to Financial notification of the Government of India, No. 3564, dated 11th December last, published in the *Gazette of India* of the 13th idem, and re-published in Part II of the *Panjab Government Gazette* of the 18th idem, and hereto annexed for ready reference, from which it will be seen that the certificate of the nature referred to has been abolished, and in lieu thereof the officer transferred is required to submit with his travelling allowance bill a certificate signed by himself that he did not apply for the transfer, and that to the best of his knowledge and belief it was not made for his private advantage, but on public grounds only.

FINANCIAL DEPARTMENT—NOTIFICATION.

Dated 11th December 1873.

No. 3564.—In supersession of the orders of this Department No. 4792, dated 14th July 1862, and No. 148 G., dated 11th August 1862, the President in Council is pleased to rule that, when a public officer on transfer from one station to another claims travelling allowance, he shall submit with his bill for the allowance a certificate signed by himself that he did not apply for the transfer, and to the best of his knowledge and belief it was not made for his private advantage, but on public grounds only.

NOTE.—This order should be noted in Book Circulars as follows :—

Book Circular No. XXI. [TRANSFERS.]—After para 13, page 282.

Book Circular No. XXXIV. [ACCOUNTS.]—Against para 152, page 457.

MEMO No. 1557.

Dated Lahore, 28th July 1874.

PUBLISHES for information and guidance copy of a Circular by the Local Government, No. 42—1068 of 7th instant, with annexure, regarding the allowances admissible to Ministerial officers when proceeding from one to another appointment.

Allowances to Ministerial officers proceeding from one office to another.

No. 3999.

GOVERNMENT OF INDIA.—FINANCIAL DEPARTMENT.

Fort William, the 26th January 1874.

READ the following :—

No. 590, dated 26th January 1874.

From—Under-Secretary to the Government of India, Financial Department,

To—The Accountant-General, Central Provinces.

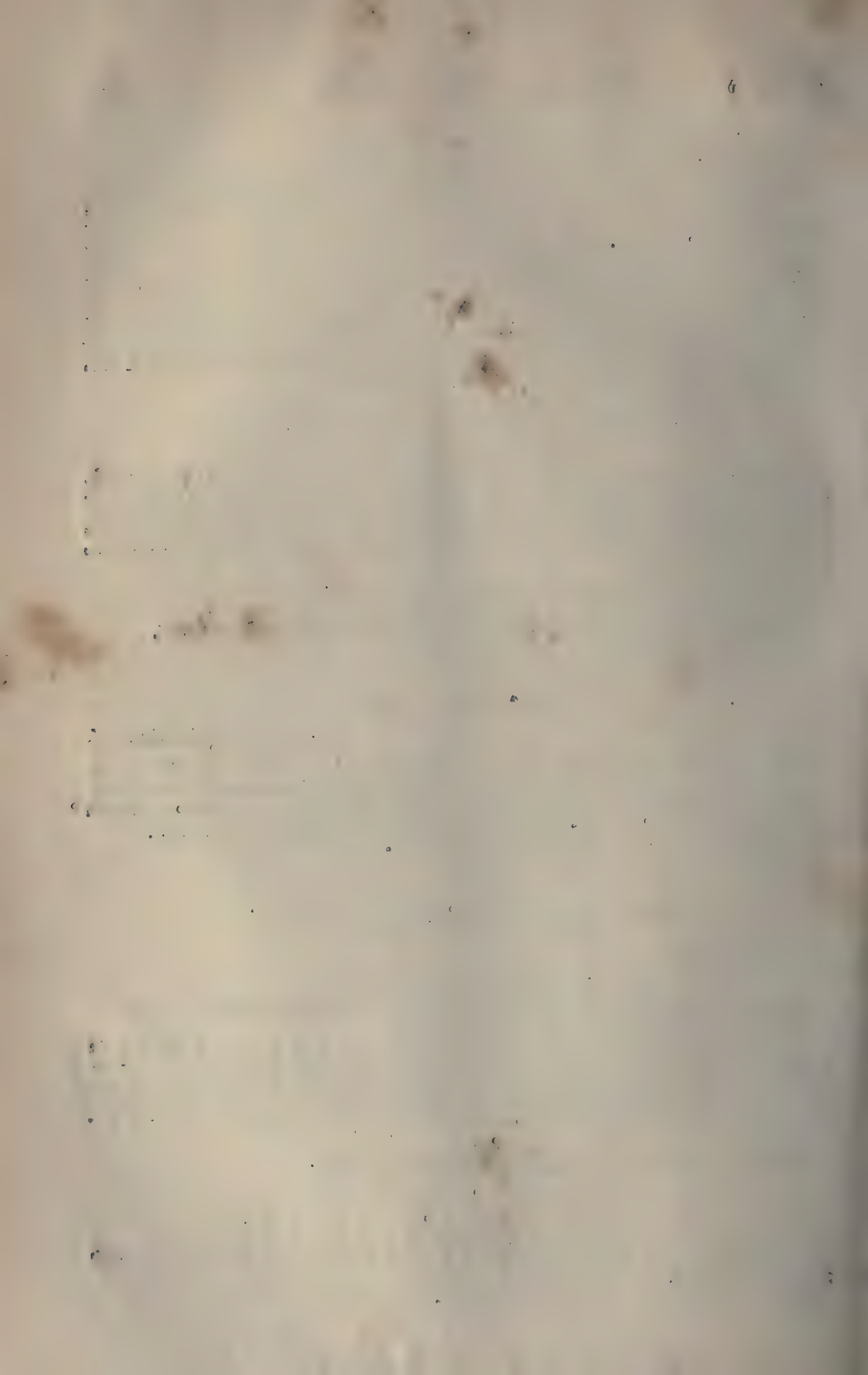
In reply to your letter No. 3827, dated 20th December 1873, I am directed to say that in Bengal when a Ministerial officer is transferred from one subordinate office to another by order of the controlling departmental officer, he gets pay during transit. But when a Ministerial officer obtains permission from his superior officer to accept and take up an appointment in the Ministerial establishment of another office, his title to any pay during his transit is not recognized.

The same practice may be recognized in the Central Provinces.

Endorsement by Government Panjab.

Financial Department No. 42—1068, dated 7th July 1874.

COPIES forwarded to all Commissioners and Heads of Departments in the Panjab, for information and guidance.



MEMO. No. 1,682.

Dated the 13th August 1874.

SUBJOINS, for information and guidance, correspondence containing the late orders of Government on the subject of rent of buildings occupied for public purposes.

2. When a building is secured without the intervention of the Public Works Department, the rent must be paid by the officer who hires it, the charge being made in his contingent bill supported by quotation of the sanction of competent authority.

3. The previous orders on the subject are hereby modified.

Circular No. 10 dated 8th May 1874.

From—Secretary to Government, Panjáb, Public Works Department.

To—The Heads of Departments, Commissioners, Deputy Commissioners, and Superintending and Executive Engineers.

It has been ruled by this Government in the Civil Department that, while the rent of buildings hired by the Public Works Officers for other departments, for a residence or for an office, is to be disbursed by the Public Works Department, office-rent allowances granted to officers who make their own arrangements are to be drawn in the department to which the officer belongs. The allowance is applied sometimes to the hire of a separate house, sometimes to the payment of part of the rent of a dwelling-house used also as an office.

2. Only when the providing of the accommodation is a Public Works transaction, managed by the Public Works Officers, is the rent disbursed in the Public Works Department.

3. Officers holding certain appointments are provided by Government with a residence. For other officers, office accommodation is provided by the Government. When instead of a Government building a house has to be hired, it is procured by the Executive Engineer. In whichever of these ways the accommodation is provided, whether constructed or hired, the arrangement belongs to the Public Works Department.

4. In the other cases, when a money allowance is granted for house-rent or for office-rent, the agency of the Public Works Officers is not required; the officers concerned draw the allowance in their own department and make their own arrangements.

No. 12,265, of 1st August 1874.

From—Accountant-General, Panjáb.

To—Inspector-General of Police, Panjáb.

IN reply to your No. 1,546 of 27th ultimo, I have the honor to state that the charges of house-rent, referred to therein, should in future be drawn in the contingent bill of the officers concerned.

2. With regard to the adjustment of the current year's expenditure, I have to state that provision has been made in the budget of the Civil Department, and consequently transfer of funds from the Public Works Department will not be necessary.

CIRCULAR No. 17 of 1874.

(No. 1,683.)

Dated Lahore 13th August 1874.

THE following circular by the Government Panjáb, enjoining punctual and prompt report, in prescribed form, to Accountant-General, of the dates of relinquishing and assuming charge, of duties, is re-published for information, in continuation of Book Circular XXI—[TRANSFERS]—(paras 9-13.)

Transfers.

Dates of relinquishing and assuming duties to be reported to Accountant-General.

2. The orders subjoined apply equally to all police officers.

CIRCULAR CLIX.

Circular No. 80—2,541, dated 21st August 1869.

From—The Secretary to Government Panjáb,
To—All Commissioners in the Panjáb.

In circulars marginally noted all officers were instructed to report direct to this office, as well as to the Accountant-General, the dates of departure from and return to their several appointments, whether in the case of leave, transfer, promotion or otherwise, specifying at the same time whether it occurred in the forenoon or afternoon.

General.
No. 49, of 3rd October 1868.
No. 55, of 20th idem.
No. 24, of 28th June 1869.

2. The Hon'ble the Lieutenant-Governor regrets to observe that these instructions are frequently disregarded; and that in the month of July past there were no less than six instances in which the rule was infringed.

Much inconvenience results from this neglect of standing orders; not only is the publication of the lists of officers entitled to officiating allowances, referred to in notification No. 2,598 of 21st September 1868, thereby delayed, but in more than one instance incorrect lists have in consequence been published, which had afterwards to be cancelled, and great confusion in the adjustment of allowances has resulted.

3. I am accordingly to request that you will enjoin on all officers in your division the necessity for a strict observance of this rule.

His Honor will be constrained, in the case of any future infringement of it, to instruct the Accountant-General to retrench from the defaulting officer any officiating allowance to which he may be entitled for one month from the date on which he may fail to report his arrival or departure, as the case may be.

MEMO No. 1702.

Dated 17th August 1874.

The Government of India have prohibited the use of the term "dead or alive" in all proclamations for the capture of offenders.

2. The orders on the subject are subjoined for information.

No. 10—9437.

Extract from the Proceedings of the Government of India in the Home Department (Judicial) under date the 21st July 1874.

READ an order of a Local Government sanctioning the proclamation of a money reward for the capture, "dead or alive," of certain dakaits to be named in the proclamation.

OBSERVATIONS.—In the opinion of the Government of India the terms, *dead or alive*, in a Notification offering a reward for the capture of an offender are liable to be misconstrued into the belief that the killing of a person so proclaimed, whether he resist or not, is thereby authorised.

In fact, a case has recently arisen in which an outlaw was entrapped and killed in consequence of a Notification offering a large reward for his capture, when those who killed him were punished by the courts.

2. On this account the Government of India consider that it would be prudent to withdraw the words "dead or alive" from any Notification that may be still in force, and to omit them in future from such Notifications, unless they can be modified so as not to mislead.

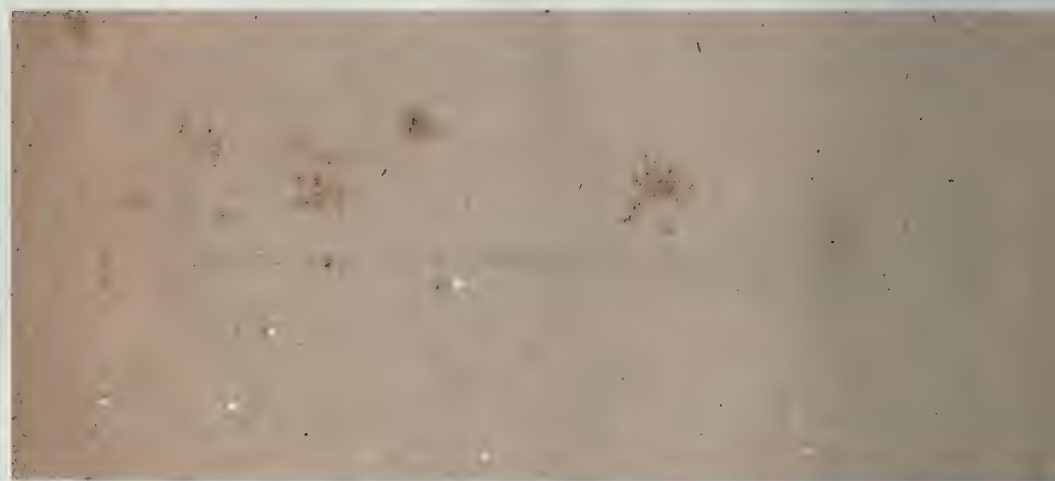
CIRCULAR No. 48 of 1874.

(No. 1,750.)

Dated 22nd August 1874.

UNDER instructions from Government the following orders are issued in continuation of the rules laid down in Book Circular No. XII
Protection to troops at encamping grounds. [GUARDS AND ESCORTS] on the subject of supplying protection from theft to troops at encamping grounds.

Please substitute the accompanying for pages 277-8 of
the *Police* Section.



2. As the number of chaukidárs required necessarily varies, not only with the strength of the body of troops in camp, but also in regard to the locality, the Deputy Commissioner of each district, in consultation with the District Superintendent of Police, will fix a scale for the number of chaukidárs which should be furnished at each encamping ground.

Village chaukidárs to be employed.

3. The chaukidárs are to be provided from the regular chaukidárs of the neighbouring villages.

4. Each chaukidár on duty at an encamping ground will receive two annas per night; and the amount is to be paid to him by the Deputy Inspector of the station, direct, and not through other parties.

Mode of settling accounts monthly.

5. The sums expended on above account will be paid monthly by the Tahsildár on bills presented by the Deputy Inspector, and debited to the Police Department under head—*Protection to Troops*.

Private requisitions.

6. Private parties requiring chaukidárs at encamping grounds may be supplied in the same way and at the same rates.

But payment must invariably be made in advance; and no chaukidárs are to be supplied until paid for.

NOTE.—The No. and date of this Circular to be noted against paras 190 and 205 of Book Circular XII—[GUARDS AND ESCORTS.]

MEMO No. 1,765.

Dated 24th August 1874.

Republishes for information and guidance copy of No. 1244 of 30th instant, and annexe, from Government Panjab Financial Department, calling attention to recent orders of the Government of India permitting the submission of applications for pension before the actual retirement of the applicants, and explaining that the object of this order is to avoid the inconvenience caused by delay in verifying an officer's service after he has finally retired.

No. 4,537, dated 25th July 1874, from Under-Secretary to Government of India, Financial Department, to the Secretary to Government Panjab.

I am directed to call your attention to the notification by the Government of India in the Financial Department, No. 4,535, dated 24th July 1874 published at page 398, Part I of the *Gazette of India* of this date.

2. The object of ruling that an officer may, under certain circumstances, apply for pension or gratuity before he has retired from Government service, is to avoid the inconvenience caused by delay in verifying an officer's service after he has finally retired, when it is desirable that his pension or gratuity should be sanctioned for him at once.

3. I am to request that the attention of all departments subordinate to the Government of the Panjab may be specially called to the addition now made to the Civil Pension Code.

FINANCIAL DEPARTMENT.

Endorsement by Government Panjab.

No. 1244, dated 5th August 1874.

Copies forwarded to all Commissioners and heads of departments in the Panjab, whose special attention is directed to the Notification referred to.

CIRCULAR No. 19 of 1874.

(No. 1,775.)

Dated 24th August 1874.

In substitution of Circular No. 13 of 1874, and also of orders contained in paragraph 51 of Book Circular No. XXXIII—[PROCEDURE]—issues the following revised rules of Government of India, laying down the course to be observed in regard to convicts who escape from the Andamans and are recaptured on the mainland.

No. 2,155, dated 18th May 1874.

From—Secretary to Government of India, Home Department
To—The Secretary to Government, Panjab.

THE circular from this department, No. 3-297 of the 22nd November 1873, directed that all convicts escaped from the Andamans should be at once sent back to Port Blair, to be dealt with there according to rule, instead of being committed to any Indian court for trial. But it has been represented that there are some legal impediments to this course; for as the law now stands, a magistrate cannot direct the transfer to the Andamans of a re-captured convict, but is compelled to commit him for trial, the place of such trial ordinarily being the court within whose jurisdiction the convict is re-captured.

2. The Government of India, however, have been advised that the difficulty might be surmounted in the case of life-convicts charged under section 224, Penal Code, by desiring the magistrate at Port Blair having jurisdiction to issue a warrant under that section immediately after the fact of escape is known. The magistrate on the mainland before whom the convict should have been taken by the police would be able, on the authority of this warrant, to transfer him to the penal settlement. Therefore, whenever any person is charged before a magistrate with having escaped from the penal settlements, it will be the duty of the police to obtain an adjournment of the enquiry so as to admit of their ascertaining whether a warrant has been issued by the Port Blair authorities. If no warrant has been issued, the enquiry will be concluded and the prisoner will be tried on the mainland. If a warrant has been issued, he can be transferred to the Port Blair authorities, in accordance with the provisions of section 170, Code of Criminal Procedure.

3. In the case of life-convicts this is the only procedure by which they can be subjected to substantial additional punishment for the offence of escaping, since it may be assumed that imprisonment for a short term on the mainland near their homes is rather a mitigation than an enhancement of their original sentence. But in the case of term-convicts, it appears to the Governor-General in Council that their trial and conviction on the continent of India, under section 226 of the Penal Code, would really bring additional punishment upon them, for they must be transported for life and are also liable to rigorous imprisonment before being sent back to Port Blair. There is consequently no such urgent reason why such convicts should not be left to be dealt with by the authorities in the place of their re-capture under section 226, though it may be preferable for the maintenance of discipline that term-convicts also shall be sent back at once to the Andamans, to be tried there under section 224, whenever their warrants shall have been received.

4. Under these circumstances His Excellency in Council is pleased to direct that, in modification of the circular of the 22nd November, the following procedure be observed upon the re-capture of a convict, if the local Governments see no impediment. The police who have arrested a person upon the charge of having escaped will apply to the magistrate before whom the accused has been brought for an adjournment to enable them to ascertain whether a warrant has been received from Port Blair for his re-capture. Inquiry should be made at the Home Department of the Government of India, if no warrant has been received by the police of the province in which the convict has been arrested. And in all cases of escape by a life-convict the Superintendent of Port Blair, or other magistrate having jurisdiction, as soon as the fact of escape is known, should issue a warrant charging him with having committed an offence under section 224, Penal Code, to the chief of the police of the province or administration in which the convict is known, or is likely to be found, and should also forward a warrant forthwith to this department. If the warrant is forthcoming, the magistrate by whom the case is being enquired into will decide whether there is any reason why the accused should not be removed in custody, under section 170, Criminal Procedure Code, to the magistrate at the Andamans who issued the warrant.

CIRCULAR MEMO No. 1876.

Dated 9th September 1874.

WITH the sanction of the Hon'ble the Lieutenant-Governor the Inspector-General directs that Rs. 5 *per head per annum* be drawn for the Clothing of Watch and Ward Police. This item forms part of the one-tenth charged as contingencies to the parties to whom the police are supplied.

CIRCULAR MEMO No. 1,884.

Dated 10th September 1874.

THE Accountant-General represents that, under the present system of accounts *General Police Fund.* treasury officers are unable to certify monthly to the balance at credit of the General Police Fund. The Inspector-General therefore directs, with reference to pages 475—76 of Book Circular XXXIV—(Accounts)—that the first entry, "*Cash in treasury, as per last account,*" in Form II, (General Police Fund Account) is to be omitted and the foot note at the bottom of the return, containing certificate by treasury officer, struck out.

2. Para 29 at page 439 of the Book Circular to be expunged and the following substituted:—

Monthly statement of total receipts and charges for each district to be furnished from Accountant-General's office,

"29. A monthly statement of the total receipts and charges of the General Police Fund for each district will be furnished by Account Department to Inspector-General."

CIRCULAR MEMO 1,894.

Dated 11th September 1874.

IN continuation of Circular Memo No. 1,258 of 1874, observes that, though section 323 of the Indian Penal Code has been made cognizable by the Police, care should be taken that ordinary petty assaults coming under section 352 of the Code, and which are still non-cognizable, are not taken up.

2. It will be sufficient as a general rule for the Police to arrest, without a warrant, cases of causing hurt when committed in the presence of a policeman, and when much violence was used, or when there is palpable evidence of much violence having been used.

Definition of hurt under section 233, Indian Penal Code.

Petty cases of assault to be reported to Magistrate.

3. In all others and ordinary cases the Police should report the substance of complaint for orders of Magistrate.

CIRCULAR MEMO No. 1,999 of 1874.

Dated 24th September 1874.

IN continuation of this Office Memo No. 1,538 of 25th July 1874, publishes,

Pensions.

Service Book to accompany all applications for pension or gratuity.

nanted police officers drawing Rs. 20 a month and upwards.

Circular No. 347, dated 7th September 1874.

From—The Accountant-General, Panjab.

To—All Deputy Commissioners and Heads of Departments.

Police officers whose pay does not exceed Rs. 20 *per mensem*, and officers in the Postal and Customs departments whose pay does not exceed Rs. 10 *per mensem*.

I HAVE the honor to intimate that under the Pension Code no applications for pension or gratuity of a non-gazetted officer, with the exception of those noted in the margin, can be entertained unless accompanied by the service book of the applicant.

2. This service book should be written up from the commencement of the applicant's service; the entries in it being attested, as far as possible, by the officer under whom he has served; any inability to get such attestation being in every case explained.

CIRCULAR No. 20 of 1874.

(No. 2,051.)

Dated 5th October 1874.

WITH the sanction of Government, the following instructions and returns of crime, which are required to be submitted quarterly by police officers, are prescribed in supersession of existing orders.

2. All district Superintendents, including the officer at Simlah and the Assistant Inspector-General, Railway Police, are required to submit a statement:—*No. XI—Return of cognizable offences, showing results of police working for each quarter of the year commencing with January.*

3. The Deputy Inspector-General is required to prepare from the above, and submit, accompanied by it, one statement for his division:—*No. XXXIV—Comparative abstract of the police working in each district for three months, as above.*

4. In the Deputy Inspector-General's abstract the offences under Class VI of the district return will be omitted, but the number of persons placed on security for good behaviour, under chapter 38, Criminal Procedure Code, must be shown in column 11.

5. In the preparation of the district returns the following general principles must be adhered to:

1.—Offences must be shown under the sections of the law found by the Magistrate; when the finding of the Magistrate differs from the report of the police, the latter must be corrected.

Illustration—The police send up 10 men on a charge of assault, the Magistrate convicts 5 of assault and 5 of rioting. The police returns should show *one* case of assault with 5 arrests and convictions of persons; and *one* case of riot with 5 arrests and convictions of persons.

II.—Care must be taken that the acts of separate offenders, committed independently of each other and without a common object, are not shown as one case. It is only where offences are conjointly perpetrated by several persons in pursuance of a common aim that their acts can be considered as one.

Nuisance and bad livelihood cases.

Mistakes chiefly occur in nuisance and bad-livelihood cases. Nuisances are almost invariably individual acts, and each bad-liver must be treated as a separate case.

III.—In all false cases which it is desirable to have cancelled the procedure enjoined in paragraph 16 of Book Circular No. XXIII—[STATION BOOKS]—must be most carefully observed by the District Superintendent of Police.

Cancelled cases in which arrests are made not to be shown, but the persons apprehended to be entered.

IV.—Where cases are cancelled in which persons have been arrested no cases will be shown, but the entries in proper columns for persons will be made; otherwise the discrimination of the police in making arrests might seem greater than it is.

It must be, therefore, remembered that in column 4 of Statement A “reported” does not include “cancelled” reports.

V.—Cases will be recorded in those districts only in which they are tried. Thus, if a case be transferred from the district of A to the district of B there will be no record of it in the former district, except in the columns relating to persons, should any arrests have been made. The persons arrested will be shown as “arrested,” and also as “transferred.”

Care enjoined in preparation of the returns.

6. The following remarks affecting the preparation of the several returns must be most carefully observed.

7. Columns 6, 7 and 8—(Cases investigated).—Enter every case in which the police, under section 114, Criminal Procedure Code, submit an intimation to the Magistrate having jurisdiction.

Do not enter cases in which the officer in charge of the police station or superior officer of police does not see sufficient ground for investigation, and acts under section 117, Criminal Procedure Code.

8. In column 8 (a)—(Cases decided). The word “decided” is to be understood as “brought to trial.” (See definition of “trial,” paragraph 14 of this Circular.)

9. Cases in which the accused is discharged under sections 125, 132, 195 and 215 of the Criminal Procedure Code are not to be shown as cases decided; for in such cases the defendants may be tried after being thus discharged, and therefore are *bona fide* “undecided” cases.

10. Columns 12 and 13—(Persons arrested by Police and by order of Magistrate within the year). In the heading of column 13 (“arrested by order of Magistrate”) allusion is made to columns 7 and 8, but it is to be understood that, if the police are ordered to investigate into a cognizable case, and, finding the evidence sufficient, arrest *proprio motu*, the entry would appertain to column 12, and not to column 13.

11. *Column 14—(Total arrested).*—The total of the columns 15, 16, 17, 22, 23, 24 and 25 equals column 14; for these columns represent the disposal of the persons arrested.

(NOTE.—*Column 17 includes columns 18, 19, 20 and 21.*)

12. *Column 16—(Released by the Magistrate without trial).*—This can only refer to discharges by order of the Magistrate prior to trial. Enter in this column all discharges by order of the Magistrate under sections 125, 132, 195 and 215 of the Criminal Procedure Code.

13. *Column 17—(Persons—Number actually put on trial—“Trial” means*
Definition of “trial.” *the proceedings taken in court after a charge has been drawn up, and includes the punishment of the offender. It includes the proceedings under chapter 16 and chapter 18 from the time when the accused appears in court.*

In *Summons* cases the trial has begun when the procedure of sections 206-207 has commenced.

In *Warrant* cases when that of section 217 has commenced.

In *Summary trials* when the procedure of either section 206, 207 or section 217 has commenced.

In *Sessions trials* when that of section 237 has commenced.

Therefore, in this column must be entered all persons who have been actually tried and convicted or acquitted; or who, as shown in column 21, have been otherwise disposed of, i. e., died, &c., after commencement of trial.

Who are to be entered in column 17.

The total of 17 will therefore equal the total of columns 18, 19, 20 and 21.

14. *Columns 18 and 19—(Acquitted after trial).*—These columns must show only persons acquitted; for there can be no discharge after a trial. Column 16 shows all persons discharged without a trial.

Manner of showing acquittals.

15. The value of this quarterly return, entirely depending on its prompt submission, His Honor the Lieutenant-Governor is pleased to direct that the following course be adopted.

16. When the quarterly return is prepared, the District Superintendent will himself take it to the Deputy Commissioner and go through the return with him, the Deputy Commissioner then recording any remarks he thinks necessary. This not only ensures prompt despatch, but enables the Deputy Commissioner to obtain at once any explanation he requires.

The return of the Railway Police will be sent direct to the Deputy Inspector-General.

17. The District Superintendent will then forward the return to the Commissioner of the division, at the same time intimating by docket to the Deputy Inspector-General his having done so.

To be then sent to the Commissioner of division.

18. The Commissioner, after making any observations he desires, will forward the statement to the Deputy Inspector-General. Should, however, press of other duties prevent the Commissioner from at once reviewing it, he will forward the statement to the Deputy Inspector-General and request its subsequent return to him.

Commissioner to send return to the Deputy Inspector-General.

Deputy Inspector-General to submit the district returns with his own abstract to Inspector-General.

19. When the Deputy Inspector-General has received the *whole* of the returns of his circle, he will forward them to the Inspector-General with the abstract prescribed in paragraph 3.

20. The Commissioners of the Pesháwar and Deraját divisions will, in their capacity of Inspector-General of their respective divisions, review and dispose of the returns herein prescribed.

21. A strict punctuality in the submission of these returns is enjoined, and particular attention is drawn to the procedure laid down in paragraphs 16-20.

Punctual submission enjoined.

MEMORANDUM.

The following orders are superseded :—

Circular No.	5	} of 1873.
"	20	
"	38	

The form prescribed by Circular No. 20 of 1873 is abolished.

POLICE DEPARTMENT.

FORM NO. XI.

(CIRCULAR 20 OF 1874.)

Return of Cognizable Offences, showing the result of Police Operations in the Detection and Prosecution of Crime and recovery of Property stolen during the quarter ending 188 .

DISTRICT.

1	2	3	3a.	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29				
Serial Number.	LAW.	DESCRIPTION OF CRIME.	Reported during same quarter of last year, and received by transfer, (excluding cases transferred to other districts).	Reported during the quarter, and received by transfer (excluding cases transferred to other districts).	Reported in previous quarters, and brought under investigation during this quarter.	CASES.				PERSONS.												PROPERTY.											
						INVESTIGATED.	NUMBER ARRESTED.	By Police <i>suo motu</i> .	By order of Magistrate on complaint, or under Section 142, Criminal Procedure Code, in which no previous information was given to the Police.	By order of the Magistrate after the Police have refused to enquire.	Number of cases decided.	Number of cases in columns 6 to 8 in which conviction was obtained.	Pending at end of last quarter.	Received by transfer.	By Police.	By order of Magistrate (See columns 7 and 8.)	Total arrested (columns 10 to 13.)	Died, escaped or transferred before trial.	Released by magistrate without trial.	Number actually put on trial.	By Magistrate.	By Sessions or High Court.	Finally convicted (including persons ordered to give security for good conduct.)	Otherwise disposed of—e. g. died, &c., after commencement of trial.	In custody of Police.	On bail.	Under trial before Magistrate.	Committed to Sessions.	Number in which property was stolen.	Number in which property was recovered.	Amount of property stolen.	Amount of property recovered.	VALUE.
1A	115, 117 to 119	Substantive abetments ...																															
12	231-259, 260-263, 467 and 471	CLASS I.—Offences against the State, Public Tranquillity, Safety, and Justice. 131 to 136, Navy 138 Offences relating to Coin, Stamps, and Government Notes ...																															

8	212, 216	Harboring an offender	...
4	224 to 228	Other offences against public justice	...
5	143 to 153, 157, 158	Rioting or unlawful assembly	...
6	140, 170, 171	Personating public servant or soldier	...
		TOTAL	...
CLASS II.—Serious offences against the person.			
7	302, 303, 396	(a) Murder by thags	...
8		(b) " dakais	...
9		(c) " robbers	...
10		(d) " poison	...
11	307	Other murders	...
12		Attempts at murder	...
13	304, 304A, 308	Culpable homicide	...
14	376	Rape	...
15	377	Unnatural offences	...
16	317, 318	Exposure of infants or concealment of birth	...
17	305, 306, 309	Attempt at, and abetment of, suicide	...
18	329, 331, 333	Grievous hurt for the purpose of extorting property or confession	...
19	325, 326, 335	Grievous hurt	...
20	328	Administering stupefying drugs to cause hurt	...
21	327, 330, 332	Hurt for purpose of extorting property or confession	...
22	324	Hurt by dangerous weapon	...
23	363 to 369	Kidnapping or abduction	...
24	346 to 348	Wrongful confinement and restraint in secret or for purposes of extortion	...
25	372, 373	Selling, letting, or unlawfully obtaining a woman for prostitution	...
26	371	Habitually dealing in slaves	...

FORM No. XI.—*continued.*

1	2	3
Serial Number.	LAW.	DESCRIPTION OF CRIME.
27	353, 354, 356, 357 ...	Criminal force to public servant or woman, or in attempt to commit theft or wrongfully confine ...
28	383 ...	Rash act causing grievous hurt ...
		TOTAL ...
	<i>CLASS III.—Serious offences against person and property, or against property.</i>	
29	395, 397, 398 ...	Dakaiti ...
30	309, 402 ...	Preparation and assembly for dakaiti ...
31	394, 397, 398	Robbery with hurt { (a) By poisonous or stupefying drugs ...
32		
33		
34	392, 393	Robbery ... { (a) In dwelling-house ...
35		
36	270 281, 282, 430-433, 435-440.	Serious mischief and cognate offences ...
37	428, 429 ...	Mischief to animals by killing, poisoning, maiming &c., ...
38	454, 455, 457 to 460.	Lurking house-trespass or house-breaking with intent to commit an offence, or having made preparation for hurt ...
39	449 to 452 ...	House-trespass with a view to commit an offence, or having made preparation for hurt ...
40	412, 413 ...	Receiving stolen property by dakaiti, or habitually ...
		TOTAL ...
	<i>CLASS IV.—Minor offences against the person.</i>	
41	323 ...	Voluntarily causing hurt ...
42	334 ...	Hurt on grave or sudden provocation ...
43	341 to 344 ...	Wrongful restraint and confinement ...
44	336, 337 ...	Rash act, causing hurt ...
45	374 ...	Compulsory labor ...
		TOTAL ...
	<i>CLASS V.—Minor offences against property.</i>	
46	453, 456 ...	Lurking house-trespass or house-breaking ...
47	379 to 382	Theft ... { (a) Of cattle ...
48		
49	406 to 408 ...	Criminal breach of trust ...
50	411, 414 ...	Receiving stolen property ...
51	447, 448 ...	Criminal or house-trespass ...
52	461, 462 ...	Breaking closed receptacle ...
		TOTAL ...
	TOTAL OF PRECEDING CLASSIFICATION I TO V. ...	

Headings 3a, to 29 as on previous two pages.

FORM No. XI.—concluded.

1. Serial Number.	2 LAW.	3 DESCRIPTION OF CRIME.
<i>CLASS VI.—Other offences not specified above.</i>		
53	311, 400, 401 ...	Belonging to gangs of thags, dakaites, robbers and thieves ...
54	Chapter XXXVIII C. P. C. ...	Vagrancy and bad livelihood ...
55	295 to 297 ...	Offences against religion ...
56	Act XXXI of 1860, Secs. 23 and 33 ...	Carrying arms for unlawful purposes, refusal to show concealed arms ...
57	Act XXII of 1864, Secs. 19, 30, 31 ...	Cantonment Act ...
58	Act VII of 1871, Secs. 71, 76 ...	Indian Emigration Act. ...
59	Act IX of 1874, Secs. 4, 5, 23 ...	European Vagrancy ...
60	Act X of 1871, Secs. 65, 67 ...	Excise Act ...
61	Act VII of 1865, Sec. 5 ...	Forest Law ...
62	Act III of 1867, Sec. 13 ...	Gambling Act ...
63	Act XV of 1872, Secs. 68-71, 73-75 ...	Indian Christian Marriage Act ...
64	Act XII of 1870 (as amended by Act XII of 1872), Secs. 7, 23, and 30 ...	Native Passenger Ships ...
65	Act V of 1871 Sec. 29	Prisoners Act ...
66	Act XIV of 1866, Section 48 ...	Post Office Act ...
67	Act XVIII of 1854 (as amended by Acts XIII of 1870 and XXV of 1871), Secs. 25 to 29 ...	Railway Act ...
68	Act VIII of 1871 Secs. 79, 80 ...	Registration Act ...
69	{ I. P. C., Secs. 269, 277, 279, to 283, 285, 286, 289, 291 to 294, Act V of 1861 Sec. 24. }	Public and local nuisances ...
70	Act XXVII of 1871. Secs. 19 and 20 ...	Criminal Tribes ...
71	Act XXXI of 1871, Sec. 16 ...	Indian Weights and Measures of Capacity.
		TOTAL CLASS VI. ...
		GRAND TOTAL, ...

Headings 3a. to 29 as on previous pages.

N. B.—All annas and pies to be omitted from the totals of columns 27 and 28.

OLD HEINOUS OFFENCES

Notable Cases (Classes II and III) perpetrated in previous quarter remaining undiscovered.

1	2	3	4
Law.	Description of Crime.	Date and Place of Occurrence.	Police Proceedings. (Note what hope there is of success).

N. B.—No cases to be struck out of the return without Deputy Inspector-General's sanction.

Dated

187 . }

NEW UNDISCOVERED HEINOUS OFFENCES.

Cases under Classes II and III perpetrated in the quarter and not yet traced.

1	2	3	4
Law.	Description of Crime.	Date and place.	Police Proceedings.

District Superintendent of Police.

Explanation by District Superintendent of Police of the cause of increase or decrease of Crime ; and of any improvement or falling-off in Police working.

1	2
SUBJECT.	REMARKS.

REMARKS.

Causes of Fluctuation in Crime and Working.

N.B.—The particular class of offence in which there is great fluctuation should be noted.

1	2
DISTRICT.	REMARKS.

Notable cases undiscovered.

1	2	3
DISTRICT.	OFFENCE.	REMARKS.

MEMO. No. 2,112.

Dated 12th October 1874.

With reference to the remarks on Appendix J., published at page 47 of the Annual Report on Police Administration for the year 1873, intimates that snakes are to be included in future returns.

2. Intimation is now given that police officers may collect the necessary information to incorporate in the returns for 1874 and following years.

CIRCULAR MEMO. No. 2,263.

Dated 30th October 1874.

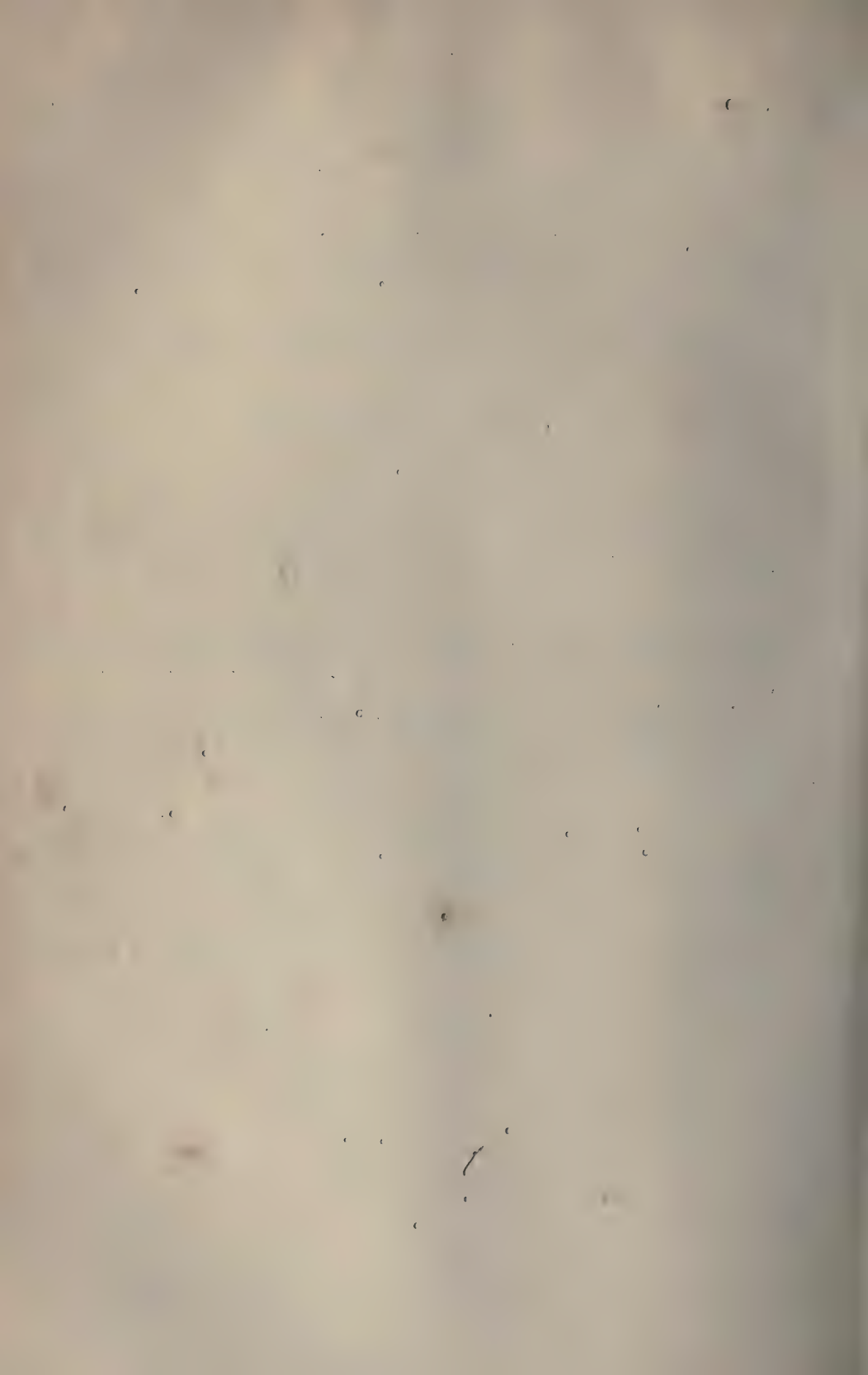
His Honor the Lieutenant-Governor has desired that the accompanying statement, Working of Chapter showing the number of bad characters on security in each XXXVIII. Criminal Pro- district, together with the number of cognizable offences cedure Code. reported, showing the first half of the years 1873 and 1874, should be circulated for information.

2. His Honor, whilst of opinion that the stringent working of Chapter XXXVIII, Criminal Procedure Code, will prove beneficial, considers it will only be so if worked with judgment, for without care and judgment it might lead to great oppression.

3. The object to be aimed at is to get good security and to avoid as much as possible the necessity of sending men to jail in default. That this can be very generally effected is demonstrated by the result shewn in certain districts; it however can only be satisfactorily done when cases of bad livelihood are chiefly heard in the vicinity of the homes of the accused.

4. The total number of bad characters on security and in jail on 30th June 1874 was 6,327, against 5,015 on 30th June 1873; but His Honor is glad to observe that there was a considerable decrease numerically and as well as proportionately in the number in jail in default of security, the numbers having fallen from 1,446 on 30th November 1873 to 1,022 on same date.

5. The attention of all Magistrates and District Superintendents of Police is called to the above orders.



CIRCULAR MEMO No. 2,113 of 1874.

Dated 12th October 1874.

PUBLISHES for information and guidance, the subjoined order of the Government of India directing that, ordinarily, military officers in civil employ who desire to proceed on furlough, are to submit to their local Accountants-General a memorandum showing the furlough at their credit, and the rules to which they are subject.

Furlough.

Military officers to send Account Department a memo showing furlough at credit, and the rules they come under.

LEAVE AND ALLOWANCES.

Government of India,—Financial Department.

Notification, No. 5,495, dated 8th September 1874.

The Governor-General in Council is pleased to rule that, unless in cases of emergency, no last pay certificate can be given to any military officer in civil employ desiring to proceed on furlough until he obtains from the Military Department of the Presidency to which he belongs, and submits to Accountant-General of the Province in which he is employed, a certificate or memorandum showing what furlough is at his credit, and the furlough rules to which he is subject.

HEMO No. 2,279.

Dated 2nd November 1874.

Proclamations for arrest of offenders. In supersession of Memo No. 1,702, dated 17th August last, on the subject of omitting the words "*dead or alive*" in proclamations for the apprehension of offenders, subjoins for information revised orders by the Government of India, on the subject.

No. 15—1,297, dated 15th October 1874.

FROM—The Officiating Under Secretary to Government of India, Home Department (Judicial.)

TO—The Secretary to Government Panjab.

I AM desired to forward the accompanying copy of a revised Resolution which is intended to supersede the Resolution of this Department, No. 10—943-7, dated the 21st July last. It will be observed that the words "unless they can be modified so as not to mislead," at the end of the second paragraph of the old Resolution have been omitted.

No. 14—1,283.

Extract from the Proceedings of the Government of India, in the Home Department (Judicial), under date Fort William, the 15th October 1874.

READ an order of a Local Government sanctioning the proclamation of a money reward for the capture, "*dead or alive*," of certain dakaites to be named in the proclamation.

OBSERVATION.

In the opinion of the Government of India the terms "*dead or alive*" in a notification offering a reward for the capture of an offender are liable to be misconstrued into the belief that the killing of a person so proclaimed, whether he resist or not, is thereby authorized. In fact, a case has recently arisen in which an outlaw was entrapped and killed in consequence of a notification offering a large reward for his capture, when those who killed him were punished by the courts.

2. On this account the Government of India consider that it would be prudent to withdraw the words "*dead or alive*" from any notification that may be still in force, and to omit them in future from such notifications.

GOVERNMENT OF THE PANJAB,—HOME DEPARTMENT.

No. 3,851, dated 22nd October 1874.

Copy forwarded to Colonel J. W. Younghusband, C. S. I., Offg. Inspector General of Police, Panjab, in continuation of No. 2,936 of 5th August last.

CIRCULAR No. 21 of 1874.

(No. 2,282.)

Dated 2nd November 1874.

The following rules are to be observed with regard to men who are invaliding and superannuation rules to be observed. Invalided or are ordered to retire on account of age:—

I. When a police officer is declared unfit for further service before an invaliding committee, he is to be struck off the strength of the force from that date, as ordered in para 13 of Book Circular No. XVIII—[INVALIDING.]

When invalided:
II. A police officer directed to retire on account of his age, is not to be struck off until the orders of Government in regard to his pension have been received.

2. To ensure the orders in rule II being issued in time, District Superintendents are directed to send in the rolls of men ordered to retire on account of age, two months prior to the date of retirement.

Rolls of men to be submitted two months prior to date of retirement.
With such rolls the District Superintendent should forward any representations the individuals may have to make.

CIRCULAR No. 22 of 1874.

(No. 2,310.)

Dated 5th November 1874.

So many bad characters are now on security that it is most essential that, when an offender is convicted in a district to which he does not belong, notice should be sent to the district of which he is an inhabitant, in order that the amount may be forfeited, should he have been placed on security.

2. District Superintendents are enjoined to be careful to carry this out, or the security furnished will end in only being security for the district to which the bad characters belong.

NOTE.—This order to be noted at paras 6 and 46 Book Circular VIII [CRIMINALS.]

MEMO No. 2318.

Dated 6th November 1874.

Suljoins for information and guidance copy of a Circular by the Local Government directing that manufacturers of fireworks, who do not combine with that trade the manufacture or sale of gunpowder, must take out licenses for the possession of sulphur and gunpowder, under Section 32 of Act XXXI of 1860.

Circular No. 54—3711, dated 14th October 1874.

FROM—Officiating Under-Secretary to Government, Panjab and its Dependencies.

TO—All Commissioners and Deputy Commissioners and Inspector-General of Police, Panjab.

In continuation of Circular No. 34—2108, dated the 1st June last, I am directed to state that in districts where the disarming provisions of section 32 of the Arms Act (XXI of 1860) are in force, fire-works makers, who do not combine with such trade the manufacture or sale of

gunpowder, or any of the articles enumerated in Section 5 of the Arms Act, and who accordingly are not required to take out a license for *manufacture* under Section 8 of the Act, must nevertheless take out licenses for *possession* of sulphur and gunpowder in accordance with the provisions of Section 32.

CIRCULAR No. 23 of 1874.

(No. 2,336.)

Dated 12th November 1874.

IN continuation of the second clause, paragraph 16 of Book Circular III—
[EXAMINATION OF POLICE OFFICERS]—it is hereby

Examinations.

Separate subjects not to be taken up.

notified that an officer may not go up for separate subjects of the *Law or Departmental* tests laid down in the orders.

2. But if an officer be not prepared for both, he may go up and be passed for

Either of the two tests may be taken up.

either test, taking up all the subjects of the unpassed test at the next examination.

CIRCULAR No. 24 of 1874.

(No. 2,356.)

Dated 13th November 1874.

THE subjoined copy of correspondence is published for information, conveying the decision of His Honor the Lieutenant-Governor that a medical officer, other than a civil surgeon or officer in medical charge of a civil station, is entitled to a fee of Rs. 16 for conducting a *post mortem* examination.

Fee to medical officer, other than officer in civil medical charge, for conducting a *post mortem* examination.

No. 2,361, dated 5th October 1874.

From—The Officiating Registrar, Chief Court, Panjab,

To—The Secretary to Government, Panjab.

I AM directed to forward, for the orders of Government, copies of the correspondence, marginally noted (*omitted*), in which the question is raised as to whether a medical officer, other than a civil surgeon or officer in charge of a civil station, is entitled to a fee for conducting a *post mortem* examination, and to state that the Judges concur with the Commissioner that the medical officer is, in such cases, entitled to a fee.

No. 3,755, dated 16th October 1874.

From—The Secretary to Government, Panjab,

To—The Officiating Registrar, Chief Court, Panjab.

IN reply to your No. 2,361, dated 5th instant, I am desired to state that a medical officer, other than a civil surgeon or officer in medical charge of a civil station, is entitled, under Resolution of the Government of India, Financial Department, No. 2,208, dated 26th July 1869, to a fee of Rs. 16 for conducting a *post mortem* examination.

2. This ruling does not, however, apply to assistant surgeons in charge of dispensaries, who would conduct *post mortem* examinations, when required to do so, as part of their ordinary duties.

No. 3,756, dated 16th October 1874.

From—The Assistant Secretary to Government, Panjab,

To—The Inspector-General of Police, Panjab.

COPIES of the above forwarded to Colonel J. W. Younghusband, C. S. I., Officiating Inspector-General of Police, Panjab, with remark that the police should not, except where such a course is unavoidably necessary, use the services of other than civil surgeons or their subordinates.

Extract from the Proceedings of the Government of India in the Financial Department, No. 1,652, dated 30th June 1871.

READ again—

Financial Resolution of 26th July 1869, No. 2,208, ruling that when a medical officer, other than a civil surgeon, or officer in medical charge of the civil station, is summoned to give evidence in a criminal court, touching the result of a *post mortem* or other examination conducted by him in cases not falling within the ordinary discharge of his duties, he should receive a fee of Rs. 16 in addition to the usual expenses payable to witnesses.

READ—

An Office Memorandum from the Home Department, No. 973, dated the 13th June, forwarding, for consideration and orders, an application from the Government of Bombay for sanction to an order issued by that Government "that in any exceptional case in which (in the presidency town of Bombay) it might be requisite to employ a medical witness not being the Coroner's Surgeon a fee of Rs. 12 should be paid for evidence, and of Rs. 25 for a *post mortem* examination"; and remarking that if the charge for the witness in the present case, who is a substitute for an officer paid from Provincial Services, be not debited in the usual way to Law and Justice, the question seems clearly one for the Local Government to decide under the new financial system.

READ—

An endorsement of the Home Department, No. 979, dated the 15th June, forwarding, for information, a copy of an order of the Madras Government ruling "that the performance of *post mortem* examinations at Coroner's inquests shall, as hitherto, be deemed to form part of the duties devolving upon the district surgeons at the presidency towns, and for which no fee shall be granted."

RESOLUTION.—The Governor-General in Council observes that, if a private medical practitioner were summoned to give evidence the remuneration for him would be charged to Law and Justice. In the present case the view taken by the Government of Madras is correct. Failing the Coroner's Surgeons, presidency surgeons are available for the duty, and, equally with civil surgeons of mofussil stations, they are debarred from fees for giving evidence touching the result of *post mortem* examinations.

The fact of any presidency surgeons being paid from Provincial Services would not debar the Government of India from requiring their services for work which properly appertains to their offices.

MEMO No. 2,507.

Dated 2nd December 1874.

REPUBLISHES for information a notification by the Local Government regarding Educational tests for candidates for Government employ. the admission into the Government service of none but qualified men who have passed certain prescribed educational tests.

PUNJAB GOVERNMENT—HOME DEPARTMENT.

Notification No. 4,228, dated the 23rd November 1874.

THE subject of prescribing an educational test for candidates for Government employ has long been under consideration.

The measure was first proposed some years ago by the Director of Public Instruction, but though the Lieutenant-Governor (the late Sir Donald McLeod) was favorable to the principle, difficulties and objections, the nature of which it is unnecessary to detail, led to its postponement for the time being. The Financial Commissioner has recently revised the proposal, and recommended its adoption in reference to subordinate employés in the Revenue Department.

The opinions of Commissioners and District Officers, and of the native gentlemen whom the Lieutenant-Governor has consulted, are generally in favor of the measure, and the Director of Public Instruction has intimated that he is in a position to arrange for the necessary examinations.

Having given careful attention to the arguments for and against the measure, His Honor the Lieutenant-Governor is of opinion that its introduction to a limited extent, and in respect of appointments of or above a certain value, is expedient in the interests both of the Government and education.

The Honorable the Lieutenant-Governor is accordingly pleased to direct that, from the 1st day of January 1876, no person shall, save under the special sanction of Government, be appointed or promoted to an office in any Civil Department under the control of the local Government, the salary of which office exceeds twenty-five rupees a month, unless he can produce a certificate of having passed the examination of the Educational Department known as the Middle School Examination (the particulars of which are set forth in an appendix to this notification), or any of the higher examinations held by that Department, or the Entrance Examination of any University, or of the Punjab University College.

The Middle School Examinations will be held yearly at fixed times and in as many localities as possible, of which due notice will be given by the Director of Public Instruction. It is not necessary that the candidates for examination should be, or have been, students at Government or aided schools, but persons not in Government schools presenting themselves for examination will be required to pay a fee of one rupee.

It is to be clearly understood that, though from the date above named no person will ordinarily be eligible for the appointments specified unless he can produce the requisite certificate, the grant of such certificate will give the holders no *claim* to such appointments, which will continue to be made, as at present, at the discretion and on the responsibility of those now entitled to make them, subject only to the proviso that the person appointed has obtained the prescribed standard of educational proficiency.

Middle School Examination.

1. *Urdu*.—Reading and Grammar; Composition on a simple subject, with which the student may be expected to be familiar; principal heads to be given.

Dictation.—A passage of ordinary difficulty taken from any work not in the scheme of studies.

2. *Persian*.—Grammar; translation from Urdu into Persian of a passage from an Urdu book not read in Government schools, and of sentences.

Translation from Persian into Urdu of passages from books not read in Government schools of equal difficulty with the *Anwar-i-Saheli* and the *Diwan-i-Sadi*.

3. *Mathematics*.—Arithmetic—Vulgar and Decimal Fractions, Proportion, Practice, Interest, Discount, Profit and Loss.

4. *Mathematics*.—Algebra, the four Simple Rules, Proportion, Simple Equation, Extraction of Square Root, Greatest Common Measure, Least Common Multiple.

5. *Mathematics*.—Geometry, the first four books of Euclid, with easy deductions.

6. *History*.—*Waqiat-i-Hind*.

7. *Geography*.—General knowledge of Geography, more particularly knowledge of Geography of India,

MEMO No. 2,669.

Dated 22nd December 1874.

Chaukidars for encamping grounds to be paid for in advance.

It is requested that the following may be added to paragraph 4 of Circular No. 18 of 1874, on the subject of police watch and ward at encamping grounds :—

Addendum to para 4 of Circular 18 of 1874.

But payment must invariably be made in advance ; and no chaukidars are to be supplied until paid for.

JAIL DEPARTMENTAL ORDERS, 1874.



JAIL DEPARTMENTAL ORDERS.

CIRCULAR No. 1-35.

Dated 2nd January 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I have the honor to forward herewith copy of an endorsement from the Government of the Panjab, to my address, together with its enclosures, for your information and guidance, and to request that you will be most careful to particularize the convicts in the way recommended in para 1 of the letter from the Superintendent of the Andaman and Nicobar Islands, to the Secretary to the Government of India.

No. 4—333 dated the 6th December 1873, from Officiating Under-Secretary to the Government of India, to the Secretary to Government Panjab.

With reference to the accompanying extract from a letter* from the Superintendent of Port Blair, I am desired to request that, with the permission of His Honor the Lieutenant-Governor, instructions may be issued to the Jail Authorities that in preparing descriptive rolls of convicts, care should be taken to particularize their marks in the manner suggested by General Stewart.

Home Department.

Port Blair.

(a) No. 102 dated 11th ultimo.

2. I am also desired to enquire whether the Panjab Government can suggest any further precautions for securing the future identification of transported convicts.

No. 4718.

Dated 20th December 1873.

Copies forwarded to A. M. Dallas Esquire, M. D. Inspector-General of Prisons Panjab, for information and guidance as regards para 1, and for an expression of his opinion as regards para 2.

Home.

Extract from a letter from Superintendent of the Andaman and Nicobar Islands, to Secretary to the Government of India, No. 102 dated 11th November 1873.

PARA 1.—As there is often very great difficulty in identifying convicts transported to this Settlement, I would suggest, for the consideration of the Government of India, that Local Governments be moved to instruct the Jail Authorities, when drawing up descriptive rolls of convicts, to define the exact position of scars, moles, and all other marks by measurement in inches from the nearest joint, giving at the same time the size of the scar or mark, so that the identity of the convict may be conclusively established.

2. That these precautions are very urgently required has been proved here in the presence of the Superintendent of the Alipur Jail, from which two men have been received during the last two months with papers and warrants of other men who are supposed to be still in India.

3. The discrepancies in the case of these two men will no doubt be cleared up when Dr. Lynch returns to Calcutta, and no harm may have been done, as both admit that they are life convicts; but a far more serious instance has just been brought to light under the following circumstances.

4. When comparing the convicts at Port Blair recently with their records, a great number of mistakes and errors were discovered in the Settlement books: men who are now alive in the Settlement had been years ago reported dead or escaped, and others who had really died or escaped were supposed to be alive and still at Port Blair according to the records.

5. With very great trouble the whole of these discrepancies and errors have been cleared up, with one exception, and, in his case, it is hoped that the convict's identity will be eventually established, as he has been sent to Madras for that purpose.

CIRCULAR No. 2—132.

Dated 8th January 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

It has heretofore been the custom for you to indent on me for forms for your various Monthly, Quarterly and Annual Returns, that I have forwarded to the Central Jail Press for compliance. In future, these forms will be supplied to you direct from the Jail Press without your submitting any indent, and you will not have any necessity to submit indents through me. You will, however, report at once to me should you not receive your supply for the year in due and proper time; and should you not so report any delay that may occur in the submission of your returns for want of these forms, it will be held to be your fault. Indents for new registers will, as heretofore, be submitted to me in the first instance.

CIRCULAR No. 3—171.

Dated 10th January 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

Under orders from Government, I have to request that each Military convict proceeding from your jail to England, *via* Bombay, may, prior to his despatch to the port of embarkation, be provided with the following outfit :—

Pilot coat	1
Cloth pantaloons	1
Flannel drawers	2
„ banians	2
Duck frock	1
„ pantaloons	2
Pair English boots	1
Straw hat	1
Check shirts	3
Pillow	1
Towels	2
Pairs socks	2
Country blankets	2
Canvas bag	1
Balls of thread	6
Dozen of needles	1
Tin plate	1
Tin pot	1
Spoon	1
Balls Soap (in one sér)	2
Neck ties (cotton)	1
Comb	1

CIRCULAR No. 4—188.

Dated 12th January 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

Under orders from Government, I have to instruct you to alter the Extra-mural Labor Rules to the following effect :—

Section II, para 1, instead of the present rule insert the following :—

“ The minimum sentence, rendering prisoners eligible for extra-mural labor, shall be six months imprisonment, exclusive of fine.

Section II, para 2.—The present rule is cancelled, and the following is to be inserted in its stead ;—“ Prisoners, otherwise qualified, may be sent to extra-mural employment after being kept two months in-jail.”

I request you will, as speedily as possible, furnish me with a statement showing the number of prisoners you have available, in accordance with these modified rules, for employment on extra-mural labor.

CIRCULAR No. 5—307.

Dated 16th January 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

Considerable inconvenience is caused by the passing of gangs of prisoners without proper arrangements through Lahore. I have therefore to request you will be very careful to have the following rules on the point carried out :—

I. Whenever any gang of prisoners has to pass through Lahore, the Superintendent of the despatching jail will write to the Superintendent of the Lahore Central Jail at least three days before the starting of the gang, and inform him of the probable date and hour of the gang arriving at Lahore.

II. The Jail-official proceeding in charge of the gang will, when three days' march from Lahore, report by letter to the Superintendent of the Lahore Central Jail the day on which he expects the gang will reach Lahore.

III. The Superintendent of the Lahore Central Jail will make arrangements for carriage, and will have the prisoners properly forwarded from Lahore. He will make any advances for road expenses, &c., that may be necessary, will have the gang inspected by the Sub-Assistant Surgeon or Hospital Assistant of his Jail, will detain any prisoner he may consider unfit to proceed, and will treat him in the Central Jail Hospital, or, if necessary, apart from all other prisoners, and will report to the Inspector-General of Prisons the condition of the gang and any matters which he thinks should be brought to notice in relation to it.

IV. In the case of Multan and Montgomery, the Superintendents of these Jails will themselves make arrangements for prisoners from their Jails.

V. In the case of prisoners passing through Multan, a course similar to that ordered in regard to prisoners passing through Lahore is to be strictly followed, and the Superintendent of the Multan Jail will make the necessary arrangement for forwarding the batch of prisoners to its destination.

CIRCULAR No. 6—467.

Dated 28th January 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I shall be obliged by your always sending a forwarding docket when you send me a copy of any Minute on your Jail.

CIRCULAR No. 7—500.

Dated 30th January 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

The Honorable the Lieutenant Governor having been pleased to sanction, from 1st of April, an increase of pay to the Jail Contingent Guard, I have the honor, with the authority of Government, to issue the following instructions for your guidance, to come into force on the 1st of April next :—

- I.—There shall be two classes of Barkandāzes.
- II.—All Barkandāzes on entering the service to be in the second class, and to receive pay at the rate of six rupees per month.
- III.—After a Barkandaz has been in uninterrupted Jail service for five years, it shall be competent for the Superintendent of the Jail, if he thinks proper, to raise him to the first class, provided that in no case shall any Jail at any time have more than one-third of its Barkandāzes in the first class. The pay of the first class shall be at the rate of seven rupees per month.
- IV.—No man shall be appointed a Dafadar who cannot read and write fluently.
The pay of a Dafadar shall be nine rupees a month.
- V.—Turnkeys are to rank as and get the same pay as Dafadars. No man is to be appointed Turnkey who cannot read and write fluently.
- VI.—No man is to be appointed a Jamadar who cannot read and write fluently, and has not been a Dafadar in the Jail service. The pay of a Jamadar shall be twelve rupees a month.
- VII.—No man shall be appointed Moharir who has not been a Jamadar in the Jail service.
- VIII.—No man shall be appointed a Jailer who has not been a Moharir.
- IX.—In regard to the appointments of Jamadars, Moharirs, and Jailors, mentioned in the three immediately preceding rules, Superintendents will be allowed a discretion in cases where sufficient reasons exist for departing from these rules, provided the previous sanction of the Inspector General of Prisons be obtained in such cases.

2. You will see that the position of the Contingent Guard is, by these rules, very materially improved, and I shall therefore expect improvement in the discharge of their duties by these men ; and Superintendents will be required to get good men and to punish severely any neglect or misconduct on the part of the Contingent Guard.

CIRCULAR No. 8—677.

Dated 17th February 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I forward herewith instructions (in English and Vernacular) for the manufacture of paper from the fibre of Munj grass. The Lieutenant Governor desires that this manufacture should be tried in the Jails of this Province. I have therefore to request that you will start it at once in your Jail, and forward to me as soon as you can a sample of the paper you make, and state the price at which you are prepared to sell it.

Detailed process for making Munj Paper.

1st.—Sixteen sers of *picked* Munj grass is thoroughly beaten out with wooden hammers and then cut up into small pieces with a hatchet by three men in 12 hours.

2nd.—The cut up Munj is then boiled in a solution consisting of 7 sers lime and 1½ sers of saji and 23 sers of water for 24 hours until it is well softened. One man is required to look after the process of boiling.

3rd.—The boiled Munj is then taken out of the boiler, and wrung dry and put in the paper-mill for pounding, which occupies three men for 12 hours.

4th.—The pulp is next washed by five men during one hour in a masonry reservoir near a well, after which it is again put into a paper-mill and re-pounded by three men for four hours.

During this process the pulp is frequently moistened with solution of lime and saji, strength one ser each to 20 sers water.

5th.—The pulp is again well washed by five men during two hours. It is a third time put into the paper-mill to be pounded, being kept moist with solution of saji *only*. This step occupies nine men for 12 hours.

6th.—This pulp is a third time well washed at the well, so that it may be entirely free of lime and saji, which occupies five men for three hours. The pulp becomes then ready for use, but it weighs 9 sers instead of 16 sers, the difference being lost.

7th.—The prepared pulp is put into paper tanks, and made into 18 quires of *(cut)* paper, 8 large and 10 small quires (the former single sheet measuring 26½ inches by 17½, the latter 21 inches by 14). This occupies four men for 12 hours. The uncut sheets measure an inch or more in length and breadth.

8th.—The sheets are next pressed dry by weights being placed on a board over them. They are then spread upon a masonry wall to dry thoroughly, after which the sheets are glazed with flour and water, put on by the hands covered with wolen cloth, and thrown over cards secured from wall to wall to dry. This part of the process occupies two men for 12 hours.

9th.—The out-turn of 11 quires are finally polished with granite stones by four men for 12 hours.

10th.—The whole process from first to last occupies 30 prisoners for 8 days and 10 hours, calculating only working hours of daylight.

Detail of Cost.

Price of 16 sers picked Munj, @ Re. 1-14 per maund	Rs. 0 12 0
Do. 8 do. lime	„ 0 5 6
Do. 2½ do. saji	„ 0 1 0
Do. 11½ maunds fire-wood	„ 1 5 6
Do. 2 sers wheat flour	„ 0 3 0
Do. Oil and cloth *	„ 0 1 0
	„ 2 12 0
30 Prisoners labor, @ two anas each	„ 3 12 0
	Total „ 6 8 0

By 18 quires of paper weighing 9 sers, or 18 lbs ... „ 6 8 0
Loss of material seven sers

* Oil for greasing hands to wash the pulp, and cloth to wring out the pulp.

CIRCULAR No. 9—709.

Dated 19th February 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

Under orders from Government, para 800 of the Jail Manual is hereby cancelled, and the following issued in its stead:—

"A commission not exceeding ten per cent. on the net cash profits of the manufactures and five per cent. on the profits from labor employed for the Department of Public Works may, with the sanction and approval of the Inspector General of Prisons, and in such proportion as he shall think fit, be given to the Jail Establishment each quarter."

2. Before distributing the commission in future, I request you will submit, for my sanction and approval, a statement showing how you propose to allot it.

CIRCULAR No. 10—781.

Dated 23rd February 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

With the approval of Government, the following addition is made to the rule on the subject of road expenses to released prisoners:—

"Money earned in Jail is not to be taken to defray road expenses."

CIRCULAR No. 12—1075.

Dated 6th March 1874.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

The diet of prisoners and lock-up charges generally having been transferred to Provincial Services, provision for this expenditure will be made in the Jail Budget, and I have to exercise a supervision over these charges. I have therefore to request that Contingent Bills for these charges may be submitted monthly to my office, as is done in the case of Jails.

CIRCULAR No. 13—1212.

Dated 12th March 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

There is some difficulty in finding sufficient carriage on the Railway for the large number of prisoners being just now transferred to Rupar. I have therefore to state that when the batch you are about to send is in excess of the number the regular prisoner vans can accommodate, or whenever the vans cannot be obtained, you are at liberty to send prisoners by third class carriages. You will make in such cases your arrangements in concert with the District Superintendent of Police, and you will be good enough to inform him that the instructions I now issue for your guidance are issued after consultation with the Inspector-General of Police. I have arranged with the Railway authorities to have four third class carriages specially fitted to meet this difficulty, and you will see that the prisoners are provided with the water pans, &c., &c.; each third class carriage can hold 32 prisoners in addition to the guard.

CIRCULAR No 14—1282.

Dated 16th March 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

Forwards copy of a letter and its enclosure from the Accountant General to the address of undersigned, and requests that the instructions therein contained may be very carefully carried out.

No. 3673 dated the 11th March 1874, from Accountant General, Panjab, to the Inspector General of Prisons, Panjab.

With reference to the correspondence closing with your letter No. 787 dated the 23rd ultimo, I have the honor to request that you will direct all Superintendents of Jails, when drawing the amount of commission, to attach to their Contingent Abstracts a memo in the accompanying form, in order that some check may be exercised by this office over the payment :—

Months.	JAIL MANUFACTURES.				CONVICT LABOUR.			
	Paid into the Treasury.	Drawn from the Treasury.	Profit.	Commission due at 10 per cent.	Paid into the Treasury.	Drawn from the Treasury.	Profit.	Commission at 5 per cent.

CIRCULAR No. 15—1477.

Dated 30th March 1874.

Copy of the following forwarded to all Superintendents of Jails, Panjab, for information and guidance, in continuation of this Office Circular No. 3—171 dated 10th January last.

From the Adjutant General, to the Secretary to the Government of India, Military Department, (No. 445 dated the 5th February 1874.)

In reply to Military Department No. 1393 (Prisoners—Clothing) dated 28th January 1874, I have the honor, by direction of the Commander-in-Chief, to state for the information of Government that the Civil authorities are not required to provide clothing for Soldiers undergoing sentences of imprisonment and discharged with ignominy, who may be confined in Military prisons, but only for those who may be sentenced to penal servitude by Court Martial, and those sentenced to imprisonment by the Civil Court power, whom it may be considered desirable to discharge from the Army.

2. Under present arrangements it will never happen that a Military convict will be confined in any Jail within the jurisdiction of the Chief Commissioner of Oude, as such men are invariably sent either to Fort William or to Allahabad, and there made over to Civil custody.

3. It might, however, occur that a Soldier sentenced to imprisonment by the Civil Courts in Oude be ordered to be discharged from the service, in which case the Civil authorities would make all arrangements for providing the man with clothing, without reference to the Military authorities, under para 240, Part I, Transport Regulations.

4. I am directed to add that the object of the recommendation contained in the letter from this Department, No. 3447, "Discipline," dated 11th October 1873, was to ensure convicts being provided with clothing for the voyage to England before removal from the Hazaribagh Penitentiary or Allahabad Central Jail for embarkation.

5. The enclosures of the docket under reply are herewith returned.

Military Department endorsement No. 1008, dated 18th February 1874.

Copy of the above forwarded to the Home Department for information, with reference to that Department Memorandum No. 128 dated 21st January 1874, with the intimation that the Military Department concurs in the views of the Right Hon'ble the Commander-in-Chief.

Home Department endorsement, No. 4—371, dated 17th March 1874.

Copy forwarded to the Government of the Panjab, in continuation of Circular No. 88—1960 of 1869, dated the 11th December last, for information and guidance.

CIRCULAR MEMO No. 1496.

Dated 31st March 1874.

Copy of the following forwarded to all Superintendents of Jails, Panjab, for information.

No. 1154 dated the 21st March 1874, from Secretary to Government Panjab, to Inspector General of Prisons, Panjab.

I am desired to acknowledge the receipt of your No. 661 of the 16th ultimo, enquiring by whom the copy of an order or judgment should be furnished to a prisoner in Jail, under Section 276 of Act X of 1872.

2. You are of opinion that the Magistrate should make his own arrangements for supplying this, and in this view the Lieutenant-Governor concurs.

3. The original enclosures of your letter are returned herewith.

MEMO No. 1495.

Dated 31st March 1874.

Copy of Chief Court's Circular, on the execution of the orders of Appellate Courts, forwarded to all Superintendents of Jails, Panjab, for information and guidance, especially in reference to the last para of the Circular.*

* See "*Panjab Record*" for March, under head "Chief Court Circulars," p. 5.

CIRCULAR No. 16—1920.

Dated 2nd May 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I find that it not unfrequently occurs that Superintendents employ as Barkandāzes men who have been prisoners in their Jail; and although I do not in any way desire to debar such men on release from earning an honest livelihood, yet, under instructions from Government, I have to request that in future no prisoner be employed upon the Jail establishment without my special sanction to the proposed entertainment being first obtained.

CIRCULAR No. 17.

Circulates budget of the year.

CIRCULAR No. 18—2274.

Dated 23rd May 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

You will by this time have received two copies of the New Edition of the Jail Manual. One copy is for the use of the Superintendent, and is not to be removed from his office: the other copy is for the use of the Medical Officer and is not to be removed from the Hospital. I request that you will acknowledge receipt of these copies, and that you will write in the book the name of your Jail, and either "Superintendent's copy" or "Medical Officer's copy," as the case may be, and report to me that this has been done.

2. I invite your especial attention to Chapter XIV. You will observe that the classification of convicted prisoners is entirely changed. You have now a system of classification that can be carried out, and I request you will take immediate steps to carry it out.

3. You should go carefully over the Manual, and see that the orders contained in it are given full effect to in your Jail.

CIRCULAR No. 19—2403.

Dated 2nd June 1874.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

I have to request that you will, as soon as possible after receipt of this, send me an Estimate of the charges for each Lock-up in your district for the year 1874-75. Please be very careful to deal with each Lock-up separate from all the others in your district; and I beg a very early reply, as the matter is urgent.

CIRCULAR No. 20—2791.

Dated 23rd June 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

It sometimes occurs that when a Jail official is transferred from one Jail to another, he objects to going on the plea that he will be leaving his home, or of private convenience, or it may be that, in addition to his substantive appointment, he has been permitted to undertake some employment for which he receives pay-

ment from the manufactory ; this of course on transfer he loses ; and because he loses this he objects to the transfer. I request you will explain to your officials that when they are transferred from one Jail to another, they must obey the order or resign, and that no pleas based on private interests can be allowed as valid against their obeying orders issued to meet the necessities of the public service.

2. A translation of this Circular is sent, and you will be good enough to cause your Jailor to read it out to all officials in your Jail.

CIRCULAR MEMO. No. 21—2885.

Dated 29th June 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

Superintendents are requested to be especially careful to examine all gangs of transfers passing through their stations, and not to allow any to march who are unfit to do so.

CIRCULAR No. 22—3020.

Dated 6th July 1874.

The following is circulated among all Superintendents of Jails, Panjáb, for adoption.

JAIL HOSPITAL BED-HEAD TICKET.

		TREATMENT.		
		Date.	Medicines.	Diet.
Register No. _____				
Name _____				
Father's Name _____				
Caste _____				
Age _____				
Previous Occupation _____				
From what District _____				
Crime _____				
Term _____ Yrs. _____ Mos. _____ Days.				
Occupation in Jail _____				
Period in Jail—Yrs. _____ Mos. _____ Days.				
Barrack No. _____				
DISEASE { Primary _____				
{ Secondary _____				
Taken ill on _____				
Admitted _____				
Discharged, &c. _____				
Died _____				
POST-MORTEM { Inspection _____				
{ Dissection _____				

Vernacular counterpart of form at foot.

CIRCULAR No. 23—3106.

Dated 11th July 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I request that you will with the least possible delay after receiving this Circular furnish me with a list of the works, (costing more than Rs. 2,500 each) you consider necessary for your Jail, and desire to have included in the budget for 1875-76 ; you are not to wait for regular estimates of such works prepared by the Executive Engineer, for the Executive Engineer will not, and you have no right to ask him to, supply you with such, but you will roughly estimate the cost of the work, remembering that it is better to be over than under the mark. I require these estimates to submit my budget, and Government has called for this. If you do not submit your proposals (you should in submitting such give full reasons for each), and you find no provision made for your Jail the fault will be upon you.

2. In regard to repairs, these do not lie with me ; the Deputy Commissioner must make provision for them; and I request you will see that he does, or at all events that the very clear responsibility for having done so has been shown him by you, at same time let me know what you ask him to provide for your repairs.

CIRCULAR NO. 24—3185.

Dated 15th July 1874.

TO ALL SUPERINTENDENTS OF JAILS PANJAB.

In continuation of Circular No. 35 dated 7th November last, it is specially requested that Bills submitted by the Lahore Central Jail Typographic and Lithographic Presses may in future be very carefully checked in Superintendent's Office before being sent on to undersigned for adjustment ; and, further, that they may always be forwarded under covering docket or letter containing any particulars that may be necessary, and invariably the information whether the articles charged for have been received by Superintendents, and whether or no Bills for similar amounts have previously been submitted, &c. .

This information is absolutely necessary, as in some instances lately the same amount has been twice credited.

CIRCULAR No. 25—3244.

Dated 18th July 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

Superintendents are informed that they can sanction repairs to their Jail buildings up to Rs. 50 each work ; the funds for such repairs are to be obtained from the Deputy Commissioner of the District.

CIRCULAR No. 26—3296.

Dated 22nd July 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I request that you will furnish me *at once* with a rough estimate showing the Budget calculations you make for your Jail for the year 1875-76. The heads to be

followed are these given in the regular Annual Budget Forms, but I wish another added, *viz.*, "Fixed Establishments;" under this the pay of *all* Permanent Establishment, including even the pay of the Superintendent, should be given. You will be careful to show the manufactory estimate quite separate, and in this you should show the income you expect to realize. I request that you will send with these estimates a short memo. showing upon what your calculations are based. The estimate is of course a rough one, but to be of any use, it must reach me not later than the 4th of August.

CIRCULAR No. 27—3434.

Dated 30th July 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

In reference to this Office Circular No. 14—1282 dated 16th March last, I have the honor to inform you that the portion of that Circular which relates to convict labor is hereby cancelled. Commission on profits under this head will be obtained in the following way:—As soon as the requisite credit on a work has been afforded to the Civil Department by the Public Works Department in its accounts current, advice of such credit will be sent by the Accountant General to the Deputy Commissioner concerned, together with an order for the payment of the commission.

CIRCULAR No. 28—4035.

Dated 7th September 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

More than one case has occurred in which a prisoner in solitary confinement has found the means of committing suicide from the tat bedding supplied him. I request you will therefore abstain from supplying these beds to prisoners in solitary confinement, and in their place you will supply mats made of waste stems of sugar-cane, from which the juice has been expressed. All that is necessary is to keep a supply of these mats, and when a prisoner goes into the cell to undergo solitary confinement, take away his tat bed (to be returned to him on his returning to barracks), and give him instead a mat.

CIRCULAR No. 29—4036.

Dated 7th September 1874.

TO ALL DEPUTY COMMISSIONERS AND SUPERINTENDENTS OF JAILS,
PANJAB.

As some misapprehension seems to exist in regard to the meaning of undersigned's Circular No. 12 of 1874, it is requested that, with the exception of the expenditure incurred on account of under-trial and Sessions prisoners kept at Jails, which will be provided for and included, as heretofore, in the ordinary Jail Contingent Bill, all expenditure in connection with other Lock-ups should, as directed in the Circular above quoted, be provided for by Deputy Commissioners, and charged in separate Lock-up Bills (the forms of which may be obtained on application from the Manager Lahore Central Jail Press) to be submitted monthly by them to this Office.

CIRCULAR No. 30—4582.

Dated 8th October 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I have the honor, under instructions from the Accountant-General, to request that in future you will charge in your Jail Contingent Bill for the raw material purchased to make up clothing, as you purchase it, and not wait until the clothing is made up to charge for it, as has heretofore been the custom.

CIRCULAR No. 31—4701.

Dated 20th October 1874.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

In intimating that a provision of Rs. _____ has been made in the Provincial Budget of 1874-75 on account of the Contingent Charges of the several Lock-ups in your District, I have to request that particular care may be taken that the assignment made is not exceeded, and that you will, as soon after receipt of this as possible, communicate to me the way in which you have distributed it among the various sub-heads of expenditure.

CIRCULAR No. 32—4823.

Dated 2nd November 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I request the favor of your furnishing me at once with a statement giving the following information regarding your

Jailor; English Clerk; Moharirs; Jemadars; Daffadars :—

A.—Names.

B.—Age.

C.—Caste.

D.—Place of Residence,

E.—Date of entry into Jail Service.

F.—How employed before entering Jail Service.

G.—Character.

H.—Qualifications,—under this is to be noted literary attainments of the individual.

I.—Remarks—in these the Superintendent is to state whether he considers the individual fit for the charge of a Jail or anything he thinks should be known.

A similar statement is to be submitted half yearly to my Office.

2. As I shall be very much guided in making promotions by the information I get from this statement, I beg it may be very carefully prepared.

CIRCULAR No. 33—4897.

Dated 5th November 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

The Government having called for an indent for Medical Stores required for all the Jails in the Panjab for the year 1875-76, I have to request that an indent for the requirements of your Jail may be forwarded to my Office, so as to reach not later than the 15th instant.

CIRCULAR No. 34—5184.

Dated 27th November 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I request that when any of your officials, of whatever rank he may be, is dismissed by you for gross misconduct, you will send a descriptive roll of the man to every other jail in the Province, stating in it the offence for which the man has been dismissed.

2. When you receive one of these descriptive rolls, you will be good enough to have an entry made of it in a book, and on any man applying to you for employment, you will, before employing him, see whether he has been dismissed from a jail for gross misconduct; if he has been, you will of course refuse him employment in your jail.

CIRCULAR No. 35—5253.

Dated 2nd December 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

The Accountant-General will instruct District Officers that for the future they are not to pay you cash for any lithographed forms or country paper they may obtain from your jail. The course to be adopted will be as follows:—

On a supply of country paper or lithographed forms being made to an officer, he should be furnished with a bill in duplicate, showing the details and the cost. The duplicate will be detained by the officer, and the original will be signed by him and returned to the Jail. On return of the original, the Jail will take credit for the amount in its accounts, and forward the bill to the Accountant-General's Office. On receipt by the Accountant-General, the bill will be audited, and transfer credit given to the Jail in the books of the Accountant-General's Office.

CIRCULAR No. 36—5258.

Dated 2nd December 1874.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

To enable undersigned to supply certain information required by Government in connection with Lock-ups in the Province, it is requested that, as soon as possible after receipt of this Circular, a Statement may be furnished showing the strength of the Contingent Guard, if any, attached to each of the several Lock-ups in his District.

If no Contingent Guard is attached to a Lock-up, such should be stated.

CIRCULAR No. 37—5490.

Dated 16th December 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

I have to request that in future you will not issue any Commission on the profits of the Manufactory, except once in the year, and that at the close of the year. The Commission is to be calculated on the profits of the *whole* year, and not on the profits of the quarter as heretofore.

CIRCULAR No. 38—5582.

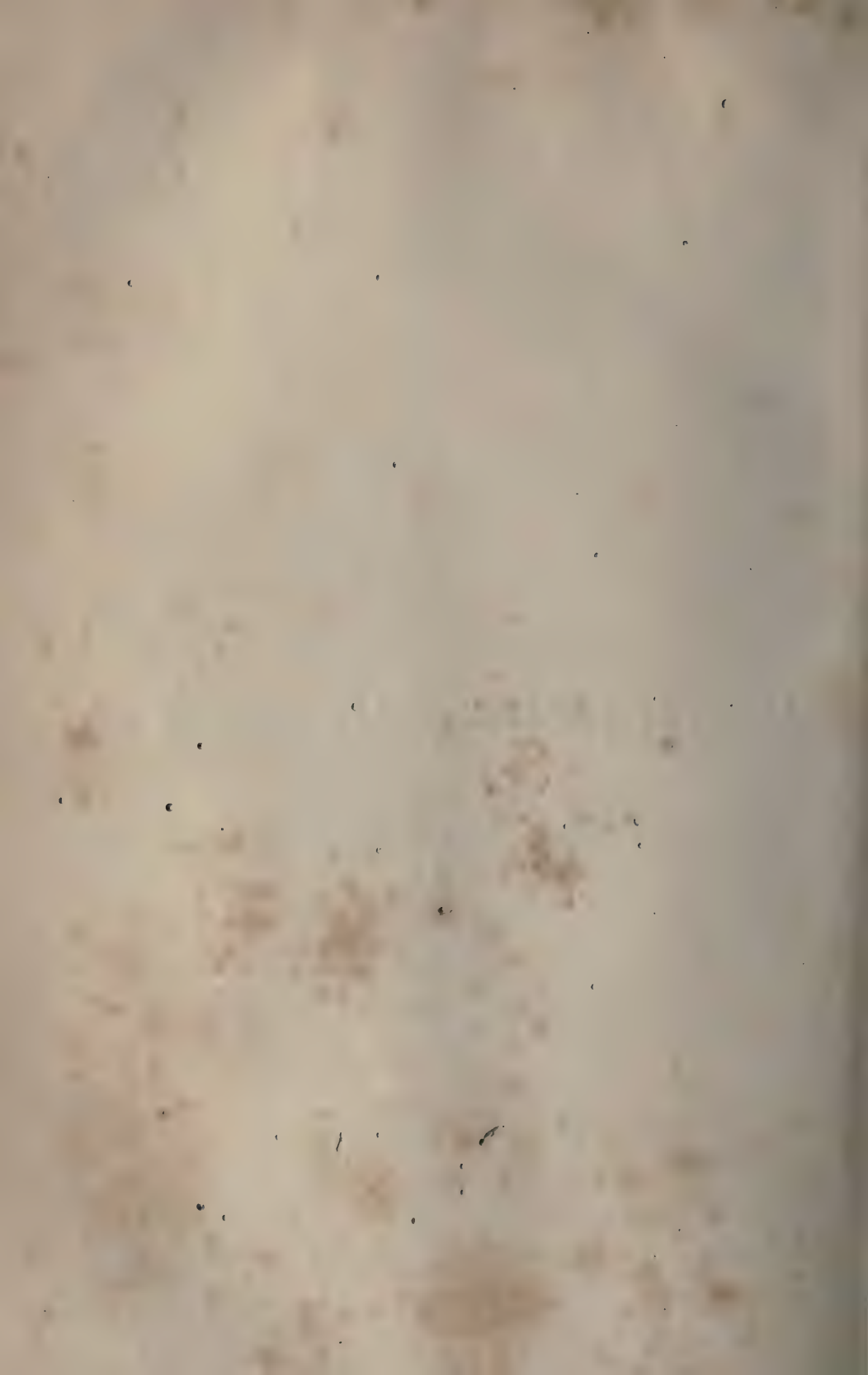
Dated 19th December 1874.

TO ALL SUPERINTENDENTS OF JAILS, PANJAB.

The Government having sanctioned the purchase, for each Jail Hospital, of a Chart prepared (in English and Urdu) by Assistant Surgeon Rahim Khán, which gives the symptoms and treatment of various poisons, Superintendent is requested to obtain one for the use of his Jail Hospital, where it is believed it will prove useful.

The Chart is mounted as a map, and its price is Rs. 2.

ACCOUNT DEPARTMENTAL ORDERS, 1874.



ACCOUNT DEPARTMENTAL ORDERS.

CIRCULAR No. 312.

Dated the 8th January 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to request that you will consider my Circular No. 290 dated 8th July 1873 as cancelled. Sale proceeds of confiscated goods, &c., which are payable to informers, customs officers, &c., will continue to be accounted for in the manner prescribed by para 2 of this Office Circular No. 243 dated 9th June 1871, the provisions of which will remain intact.

CIRCULAR No. 313.

Dated 9th January 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to request that the Advices of Money Orders and other similar papers for Karrachi may invariably be addressed to the "Hazúr Account Officer," and not to the Collector at Karrachi. The latter officer is away from his head-quarters for the greater portion of the year, and delay in encashment results from addressing such advices to him.

CIRCULAR No. 314.

Dated 23rd January 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to request that the pay of Medical pupils attached to Civil Dispensaries may be drawn in a separate bill, and charged in the Imperial, and not in the Provincial Lists of Payments.

CIRCULAR No. 315.

Dated 24th January 1874.

To

ALL OFFICERS WHO SUBMIT OR COUNTERSIGN CONTINGENT BILLS.

I have the honor to prescribe the following rules in supersession of my Circular No. 266 dated 16th February 1873 :—

The disbursing officer of a contingent bill is the officer who draws a bill for contingent charges, and is responsible for the due disbursement of the amount.

A disbursing officer may be left to deal with vouchers for items not exceeding ten rupees, attaching to his contingent bill a certificate in the following form in lieu of that hitherto prescribed :—

"I certify that the expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided. I have satisfied myself that the charges entered in this bill have been really paid. Vouchers for all sums above Rs. 10 in amount are attached to the bill. I have, as far as possible, obtained vouchers for smaller sums, and am personally responsible that they have been so destroyed that they cannot be used again."

It will be understood that, when possible, a receipt from every payee must be procured by the disbursing officer; but in cases, e. g., charges for ekka hire, petty repairs of furniture, railway tickets, petty supplies for office use, such as paste, &c., where such a receipt cannot be obtained, an acknowledgment from the person through whom the money is paid away will suffice.

When the bill of a disbursing officer is countersigned, vouchers for sums above Rs. 10 and not exceeding Rs. 100 shall be examined, cancelled, and retained in the office of the countersigning officer, as previously directed.

Accordingly, for the certificate prescribed for the countersigning officer in previous orders, the following shall be substituted :—

"I certify that, in support of every charge of more than Rs. 10 made in this bill, a receipt or other voucher, in proper form, has been given to me, and is now in my possession. The receipts and vouchers for items in excess of Rs. 100 are attached to the bill, and I am personally responsible that the receipts and vouchers for all other items of more than Rs. 10 are in proper form and order, and that they have been so cancelled that they cannot again be used to support claims against the Government."

The Government of India have recently modified the orders contained in para 2 of Financial Resolution No. 4032 dated 30th September 1871, directing that all charges for postage paid on covers, whether "service bearing" or "On Her Majesty's Service," should be supported by the covers, with the amount of the charge marked on them, under the initial of the Postmaster who received the payment. Henceforth the head of any office, having a large service bearing correspondence, will be allowed to sign the following certificate, which will be accepted by this department as a sufficient voucher for any charge that may appear on this account in the contingent bill in lieu of the original covers :—

"I do hereby certify that I have personally satisfied myself that the charge in this bill for bearing postage has been actually incurred, and that the covers on which the charge has been made have been cancelled, so that they cannot be used as vouchers for any other charge."

A district officer need not personally give the certificates required from a disbursing officer. With the sanction of the Commissioner he may delegate the duty to one of his gazetted subordinates.

A register of contingent expenditure should be kept in each office, and the initials of the head of the office should be entered against the date of the payment of each item.

It is expected by Government that every public officer will exercise the same vigilance in respect to petty contingent expenses that he would do if he were spending his own money.

Forms of contingent bills may be obtained on indent from the Central Jail Press.

CIRCULAR No. 316.

Dated 30th January 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to inform you that it has been arranged with the Examiner of Guaranteed Railway Accounts, Lahore, that you should forward your Schedules (XVII and S) of Receipts and Payments on account of the Sindh, Panjab and Dehli Railway, together with vouchers, direct to him for transmission to this office after check with the Railway Books.

2. This arrangement will take effect from the first List of Payments for April 1874, and I would invite your particular attention to the necessity of rendering these returns with scrupulous punctuality, and seeing that they agree with the lump sums shown in the Cash Account and List of Payment. The Schedule of the 2nd List of Payments and of Receipts should, if practicable, be posted on the evening of the last working day of the month. This is of importance, as a monthly telegram of the figures for the whole province has to be transmitted to Calcutta as soon after the close of the month as possible.

3. The plus and minus memo at foot of the Schedule of Payments (see form prescribed in Circular No. 262, dated 23rd February 1872) will be checked in the Examiner's office, and should be prepared with additional care to save needless correspondence.

CIRCULAR No. 317.

Dated the 4th February 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

Revised forms of (Customs Department) Schedule IX, in which alone the monthly credits in your Cash Accounts on account of Salt and Customs Revenue should be communicated to the Collector of Customs concerned, have been distributed to you direct by the Commissioner of Inland Customs. These forms supersede those previously in use, and should be punctually transmitted, at the close of each month, to each Collector of the Customs Division with which you have had transactions; and I request that the total amount, as well as the details exhibited in the several Statements issued each month, may, without the slightest discrepancy, correspond with the aggregate amounts credited in your Cash Account under the heads "Customs" and "Salt."

2. Money paid into the Treasury for Dakhilahs issued should be treated similarly to a direct payment of duty, that is to say, money received in lieu of a Dakhilah issued upon the Collector of Salt Revenue at Shahpur or the Mayo Mines should be shown, as it should be credited, as sale proceeds of Government salt; whilst money received in lieu of a Dakhilah issued upon any other Customs Officer should, if the transaction is connected with salt, be exhibited in this Statement, as it is credited, as Import duty; if the transaction relates to saccharine produce, to Export duty.

CIRCULAR No. 318.

Dated 16th February 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

It was intimated in Circular Memorandum No. 7489, issued on the 5th December 1871 by the Secretary to the Financial Commissioner, that, under the orders of Government, the receipts and expenditure of the Fund established in every district, and thence known by the name of the Record Office Fund, should no longer be hidden in a Personal Ledger Deposit Account, but should be brought under the control of the Budget system. These directions have not been, as a general rule, observed, and I have therefore the honor, with the concurrence of the Financial Commissioner and the Judges of the Chief Court, to lay down the following subsidiary instructions regarding the exhibition of these receipts and charges in the public accounts :—

REVENUE RECORDS.

All fees levied under the rules published, with the sanction of Government, under Section 88 of Act VIII of 1874, and annexed to Financial Commissioner's Book Circular 23 of 1871, together with the monies collected, under Financial Commissioner's Book Circular No. 20 of 1870, as Mutation Fees, should be credited *in gross, without deduction*, to Provincial Services under appropriate headings subordinate to Registration and Record. These headings, already prescribed at page 3 of my Circular No. 291 dated 12th July 1873, are here repeated :—

RECORD RECEIPTS.

Fees for inspection and search of records.

Fees for copies of records.

Sale proceeds of waste paper and destroyed records.

Mutation Fees.

The objects upon which these fees may be expended are enumerated in the Circulars of the Financial Commissioner above quoted, and all expenditure should be charged distinctly, supported by proper vouchers, in the Lists of Provincial Service Payments. Such expenditure will be distributed by this office among the following headings under the grant for Registration and Record :—

RECORD.

Temporary Establishment.

Articles, &c., for use in Record-rooms.

Destruction of records.

Shares of inspection and copying fees payable to Copyists and Record-keepers.

Patwaris' shares of mutation fees.

No establishments can be entertained without the previous sanction of the Financial Commissioner, to whom has been delegated the power to sanction all establishments, provided the assets realized in each district are not exceeded.

JUDICIAL RECORDS.

Judicial Record Funds have not been yet amalgamated with the Revenue Record Funds. Receipts realized in connection with the Judicial Records may be placed in a Deposit Personal Ledger Account, and treated in accordance with the rules laid down in paras 9—12 of Chief Court's Book Circular III—160 dated 20th January 1874.

CIRCULAR No. 319.

Dated the 23rd February 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

Several cases having occurred of sums being irregularly charged in account with the Controller as spent on Public Works, which have not been so spent, but were irregularly held in deposit for future expenditure, I have the honor to issue the following instructions, in order to prevent a recurrence of such irregularities.

2. One Personal Ledger Account may be opened in each district, to be called "Deputy Commissioner's Account with the Controller Public Works Accounts, Panjab;" in this Account must be shown the transactions referred to in para. 2 of this Office Circular No. 307 dated 2nd December 1873, and *no other*.

3. With the above one exception, you are absolutely prohibited from crediting to "Deposits" any sum whatever on account of the Public Works Department.

4. Sums so received in contravention of para. 2 of this Office Circular No. 251 (Consolidated Series G) dated 28th July 1871, which may now be in Deposit, should be at once charged off from Deposits, and credited to their proper head.

CORRIGENDUM.

Dated 4th March 1874.

For the words "drawing more than Rs. 10 " in para 3, and in the heading to the statement printed at page 8 of Circular No. 302 dated 24th September 1873, read "drawing more than Rs. 20."

CORRIGENDUM.

The 14th March 1874.

For the latter part of para 5 of Circular No. 302 dated 24th September last substitute:—

The establishment bill will be submitted to this office as a voucher in support of the charge in the Treasury Accounts, and a memo showing the total amount drawn during the month be furnished by the Superintendent of Police to the Secretary of the Committee.

CIRCULAR No. 320.

Dated 10th March 1874.

To

TREASURY OFFICERS.

In order to reduce, as far as possible, the number of objections made by this office to the charges in your List of Payments, I have the honor to request that you will refer to the Objection List, herewith attached, when making payments from your Treasury.

When any of the objections are applicable, a copy of the form should be filled up and attached to the bill or other document for return to the claimant.

Under a separate cover I forward copies for the use of your Treasury, and you will in future be so good as to indent for such forms as you may require in the usual manner from the Central Jail through this office.

OBJECTIONS TO PAYMENTS.

The bill is returned unpaid on account of Objection No.

The

of

Treasury Officer.

No.	Objection or description of document required before payment can be made.	
1	Last Pay Certificate.	
2	Copy of Government order sanctioning increased pay to	
3	Receipt Stamp. Want of—	
4	Certificates at foot of bill not filled up.	
5	Leave Statement wanting.	
6	Ditto not correctly filled up.	
7	District and Office from which transferred not mentioned.	was
8	Health Certificate of	required.
9	Memo of age of	required.
10	Government order required sanctioning	
11	Want of declaration that the journey was performed.	
12	Want of the copy of the Bishop's order.	
13	Want of the countersignature of the Archdeacon.	
14	Bills with erasures cannot be accepted.	
15	Corrections to be attested.	
16	Want of prescribed certificate that the transfer was made on public grounds only, &c.	
17	The amount of the bill not stated in words.	
18	Certificate at the foot of the Travelling Allowance, prescribed in page 32 of <i>Panjab Government Gazette</i> of January 1863, wanting.	
19	Payee's receipt wanting.	
20	Certificate at the foot of March's Bill that Forms B have been despatched, wanting.	

N. B.—This form to be attached to bills when refusing payment.

CIRCULAR No. 321.

Dated 14th March 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

1. I have the honor to forward a List of Objections which are generally entered in the Objection Statements.

2. These objections have been numbered, and in most cases, particularly those which are important, the orders under which the objections are made have been quoted for ready reference.

3. In future, instead of repeating the objections, these Nos. only will be entered in the Objection Statements, and I request you will be good enough to refer to this list.

4. I also take this opportunity of remarking that when recoveries are ordered

General Letter H, 2nd July 1869.

Resolution No. 2988 dated 31st August 1869, published in this office Circular No. 168 dated 14th September 1869.

Government Panjab Circular No. 52— 263 dated 24th July 1873, para 5 (8).

Comptroller General's Circular No. 149 dated 15th June 1873.

to be effected by short payment from the next Bill of the disbursing officer, this should invariably be done, and of inviting your attention to the orders noted in the margin, containing peremptory injunctions regarding the prompt adjustment of retrenchments, which I request may be carefully acted up to in future.

Objection List for 1874-75.

No. of Objection.	Nature of Objections.
1	<i>Age.</i> —The present age of the new incumbent, not stated.
2	<i>Acting Allowance to Officers</i> officiating in appointments, the pay of which is less than Rs. 100 per mensem, can be granted only on condition that no extra expense is thereby incurred to the State, <i>vide</i> para 22 (c) of the Acting Allowance Code, and Section 1, Supplement F, of the Civil Leave Code.
3	<i>Acting Allowance.</i> —Entitled to his own substantive pay and acting allowance at 20 per cent on the pay of the post officiated in, <i>vide</i> Section 22 (a) of the Acting Allowance Code.
4	<i>Books.</i> —Charges on account of cost of Books other than Law Books inadmissible without special sanction of Government. For Law Books the sanction of the Chief Court is necessary.
5	<i>Do.</i> —Charges on account of official publications supplied by one public department to another are inadmissible, <i>vide</i> Government of India, Financial Department, Resolution No. 222 dated 12th January 1874.
6	<i>Do.</i> —Charges for newspapers and periodicals cannot be admitted without previous sanction of Government, <i>vide</i> Resolution No. 2359 dated 30th August 1872, published in <i>Ranjab Government Gazette</i> , page 1717, dated 19th September 1872.
7	<i>Corrections</i> in the voucher not attested by the officer signing the receipt.
8	<i>Countersignature.</i> —The Bill not countersigned by the controlling Officer.
9	<i>Contingencies.</i> —Charges on account of Temporary Establishment, other than those mentioned in para 6 of Consolidated Circular H dated 31st July 1871, erroneously included in the Contingent Bill, instead of being drawn on a separate Bill supported by adequate authority.
10	<i>Do.</i> —A separate Bill not furnished for each Major Head of Service, <i>vide</i> para 16 of Circular H dated 31st July 1871.
11	<i>Do.</i> —Charges not recorded as pertaining to the month in which payment was made, <i>vide</i> paras 23 and 24 of Circular H dated 31st July 1871.
12	<i>Do.</i> —The number of sub-vouchers, which should be given in a separate monthly series for each separate Bill, <i>i. e.</i> , for each Major Head, not quoted in the column provided for the purpose in the Abstract Bill, <i>vide</i> para 10 of Consolidated Circular H of 31st July 1871.
13	<i>Compensation for lands taken by voluntary agreement.</i> —A Bill passed by the Controller Public Works Accounts, and duly receipted by the payee, not furnished in support of the charge, <i>vide</i> para 11 of Circular J of 1871.
14	<i>Compensation for lands taken by compulsory process.</i> —Payee's receipt and certificate of award not furnished, <i>vide</i> para 12 of Circular J of 1871.
15	<i>Charge Certificate.</i> —Certificate showing the date and hour on which he made over charge of his duties, not furnished.
16	<i>Do.</i> —Certificate showing the date and hour on which he assumed charge of his duties, not furnished.
17	<i>Contingencies.</i> —The Detailed Bill not having been received in this office as yet, information is required whether it has been submitted to the Controlling Officer; and if so, on what date, <i>vide</i> para 31 of Consolidated Circular H of 31st July 1871.
18	<i>Certificate</i> to the effect that "all the salaries charged in previous months' Bill have been disbursed with the exceptions noted below," not inserted at the foot of the Bill.
19	<i>Cantonment Fund.</i> —The receipts of each Cantonment by name under the respective heads herein noted not shown distinctly in the Cash Account—(1), Local Cesses; (2), Octroi; (3), Fines and Penalties; (4), Sale proceeds; (5), Licenses; (6), Miscellaneous.
20	<i>Deposits.</i> —The certificate of the Deputy Commissioner, that he has personally carefully examined the Deposit Register required once a quarter, not inserted at the foot of the Extract Register of Receipts.
21	<i>Do.</i> —Pay or other allowance should not be held in deposit on the ground of the absence of the payee, or for any other reason.
22	<i>Do.</i> —Sale proceeds of impounded cattle erroneously held in deposit for more than three months.

Objection List for 1874-75—continued.

No. of Objection.	Nature of Objections.
23	<i>Deposits.</i> —Sale proceeds of unclaimed property erroneously held in deposit instead of being credited to "Law and Justice."
24	<i>Do.</i> —Not understood why this item has been held in deposit.
25	<i>District Fund.</i> —The charges not shown in a lump sum under Parts I and II respectively.
26	<i>Erasures</i> in the account are absolutely forbidden; the incorrect amount should have been cancelled, and the correct amount entered above it, and attested by the Treasury Officer.
27	<i>Error in calculation,</i> vide Neel's Ready-reckoner, adopted as a Standard Salary Calculation Table by Circular No. 308 dated 8th December 1873.
28	<i>Fees to Lambardars.</i> —The Consolidated Receipt of the Executive Engineer, which should have been sent within a week of the despatch of the List of Payments, not yet received.
29	<i>Do.</i> —The statement showing the cess realized under Act XX of 1871, and the fees paid thereon, not furnished.
30	<i>General Local Fund.</i> —The amount not entered in the prescribed schedule.
31	<i>Head of Service.</i> —Erroneously debited to this head.
32	<i>Ditto.</i> —Erroneously credited to this head.
33	<i>Health Certificate</i> in the form prescribed in Section 49, Rule 2 of the Civil Pension Code, not furnished nor the District and Office from which transferred, if any, stated against his name.
34	<i>Last Pay Certificate</i> not attached to the voucher.
35	<i>Leave Statement</i> in the prescribed form not furnished, nor a foot note made in the Bill that no leave has been taken during the month by any person drawing pay exceeding Rs. 10 per mensem.
36	<i>Municipal Police.</i> —The net amount of the Bill not charged in the accounts, vide Circular No. 302 dated 24th September 1873.
37	<i>Money Orders.</i> —The amount of Inland and Overland Money Orders respectively not stated.
38	<i>Ditto.</i> —The commission realized on account of each not shown distinctly in the Cash Account.
39	<i>Municipal Fund.</i> —The receipts of each Municipality by name of the 1st and 2nd class, and the aggregate receipts of 3rd class under the respective heads herein noted, not shown distinctly in the Cash Account.—(1), Octroi; (2), Taxes on houses and lands; (3), Taxes on professions and trades; (4), Taxes on vehicles and beasts of burden; (5), Other taxes; (6), Rent of buildings; (7), Rents on grounds; (8), Fees and fines; (9), Sundry Receipts; (10), Sale of buildings; (11), Loans; (12), Contributions.
40	<i>Name.</i> —The names of the persons drawing pay exceeding Rs. 10 per mensem not inserted in the Bill.
41	<i>Payee's receipt</i> wanting.
42	<i>Printing.</i> —The charges on account of lithographic printing executed in the District Jail should not be included in the detailed Bill sent to the Controlling Officer, but should be entered in a separate detailed Bill, and submitted with the receipts of the Officer in charge of the District Jail direct to this office at the close of the month, vide Government Punjab Resolution No. 419 dated 13th April 1872.
43	<i>Public Works.</i> —Funds for charges on account of petty constructions and repairs not obtained from the Executive Engineer of the Division.
44	<i>Ditto.</i> —Separate Schedules not furnished for each Branch of the Public Works Department, vide amendments to para. 39, Schedule D of Consolidated Circular J of 1st February 1872.
45	<i>Public Works.</i> —The term "savings" erroneously used. Particulars of the original charge from which the recovery is made not stated, as required by para. 6 of Circular No. 307, dated 2nd December 1872.
46	<i>Pensions.</i> —The pension, not having been drawn for more than six months from the date it became due, is inadmissible without the sanction of the Commissioner, vide para. 15 of Consolidated Circular C dated 19th July 1871.
47	<i>Ditto.</i> —The pension not having been drawn for more than two years, it lapsed to Government, and can only be renewed by special sanction of Government.

Cir: No 332 of May 75 that no person on that Establishment drawn more than Rs. 10 per mensem is allowed

Objection List for 1874-75—concluded.

No. of Objection.	Nature of Objections.
48	<i>Pensions.</i> —Sanction of the Commissioner not furnished for payment of arrears of pension of the deceased pensioner to his heir.
49	<i>Ditto.</i> —The certificate of non-employment, prescribed by Section 83 of Pension Code, not signed by the pensioner.
50	<i>Refunds.</i> —The original date of credit of the item refunded, and the item in the Cash Account which included it not stated in the voucher.
51	<i>Receipt Stamp</i> not affixed to the voucher.
52	<i>Sanction.</i> —The new or the increased charge not supported by a copy of authority sanctioning it.
53	<i>Specie Remittance.</i> —Detail Bill of Specie Remittance charges not yet furnished, <i>vide</i> para 7 of Consolidated Circular F., dated 26th July 1871.
54	<i>Sanction.</i> —The amount not having been charged for a year, the sanction lapsed, and it cannot be admitted without fresh sanction being obtained, Accountant-General's Circular No. 256, dated 15th January 1872.
55	<i>Stationery.</i> —Charges on account cost of paper not shown distinctly from other Stationery charges (Note.—A detailed Bill for charges incurred during the month for purchase of paper supported by the receipt of the Officer in charge of Jail should be sent direct to this office.)
56	<i>Signature.</i> —The accounts and the schedules not signed by the Deputy Commissioner, nor the fact of his absence noted therein, as required by paras. 11 and 12 of Consolidated Circular B., dated 17th July 1871.
57	<i>Travelling Allowance.</i> —Both Mileage and Travelling allowance are not admissible for the same journey. A Police Officer is not entitled to draw mileage rates unless he travels at least 20 miles on each day, it is not enough that he travels on an average 20 miles a day, <i>vide</i> Government of India, Financial Department, No. 3228, dated 14th December 1862, published in <i>Panjab Government Gazette</i> , page 1027, dated 24th December 1862, and Government of India, Financial Department, No. 314, dated 19th May 1873.
58	<i>Travelling Allowance.</i> —The Certificate to the effect that the absence from the station was on public duty, and that he is entitled to the tentage charged for, not inserted at the foot of the Bill, <i>vide</i> Resolution published in <i>Panjab Government Gazette</i> , page 32, of January 1863.
59	<i>Ditto.</i> —The certificate signed by the officer himself that he did not apply for the transfer, and that, to the best of his knowledge and belief, it was not made for his private advantage but on public grounds only, not noted in the Travelling Allowance Bill, <i>vide</i> Resolution No. 3564, dated 11th December 1873, <i>Panjab Government Gazette</i> , page 2, of December.
60	<i>Ditto.</i> —Four furlongs and under are thrown out in calculating travelling allowance, above four furlongs being counted as a mile (Note.—This was decided by Local Government when sanctioning the Polymetrical Table as the standard measure for checking distances).
61	<i>Transfer Receipt.</i> —The precaution necessary to prevent fraud, by writing across the Bill the amount in words slightly in excess of which the Bills is drawn, not observed, <i>vide</i> New Indian Bill Rules.
62	<i>Ditto.</i> —The para. and the section of the new Indian Bill Rules not quoted in the Register under the column "Authority for issue."
	<i>Total.</i> —The amount of the document not stated in words.
63	<i>Vouchers.</i> —As no payment can be made without a voucher, there can be no excuse for the absence of any; the cause of the non-submission of this voucher is therefore not understood,

CIRCULAR No. 322.

Dated 19th March 1874.

To

THE DEPUTY COMMISSIONER

Referring to the Circular of the Local Government, No. 16—899 dated 5th instant, I have the honor to request that you will in future credit to Personal Ledger all sums realized as fines from prostitutes, a separate account being opened for each Cantonment. Payments may be made from this head on account of assistance given to destitute women on cheques drawn by the Secretary Cantonment Committee or other officer authorized by the Committee to draw them.

CIRCULAR No. 323.

SEPARATION OF ASSAM TREASURIES.

COMPTROLLER GENERAL'S CIRCULAR No. 11.

I have the honor to inform you that, from 1st April, the accounts of the ten districts recently severed from Bengal and formed into the Chief Commissionership of Assam will be separated from the accounts of the Bengal province, and that therefore future bill transactions must be separately exhibited in a new column in the Forms F and K of the new Bill Rules, *viz.*, Bills issued and bills discharged,—Other Governments. Those drawn however by Assam treasuries *before* the above date, though paid after it, should be shown in the Bengal column. The Deputy Commissioners in Assam have been instructed to add the word *Assam* at the head of all bill forms until a new supply shall be issued printed in a different colour.

I annex corrected lists of the treasuries and sub-treasuries in Bengal and Assam respectively to be engrafted in your copies of the Bill Rules.

UNDER THE GOVERNMENT OF BENGAL.*

Names of districts.

Designation of Officers.

Backergunge (Burrisal)	} Collector.
Balasore	
Bankoorah	
Beerbhoom (Soory)	
Bhagulpore	
Bograh	
Burdwan	
Calcutta*	
Chittagong	
Chumparun (Motiharee)	} Deputy Commissioner.
Cooch Behar	
Cuttack	Collector.
Dacca	Agent, Bank of Bengal.
Darjeeling	Deputy Commissioner.
Dinapore	Collector.
Doomka	Deputy Commissioner.
Furreedpore	} Collector.
Gya	
Hazareebaugh	Deputy Commissioner.
Hooghly	} Collector.
Howrah*	
Jessore	} Deputy Commissioner.
Julpigoree	
Lohardugga (Ranchee)	Collector.
Maldah	Deputy Commissioner.
Manbhoom (Purulia)	} Collector.
Midnapore	
Monghyr	
Moorshedabad (Berhampore)	
Mymensingh	} Collector.
Noakholly	
Nuddea (Kishnaghur)	

UNDER THE GOVERNMENT OF BENGAL.*

Names of districts.		Designation of Officers.
Patna	...	Agent, Bank of Bengal.
Pooree	...	Collector.
Pubna	...	
Purneah	...	
Rajshahye (Rampore Bauleah)	...	
Rungpore	...	
Sarun (Chupra)	...	Deputy Commissioner
Shahabad (Arrah)	...	
Singbhoom (Chyabassa)	...	Commissioner.
Sunderbuns*	...	Collector.
Sylhet	...	
Tipperah (Comillah)	...	
Tirhoot (Mozufferpore)	...	
24-Pergunnahs Alipore)	...	

* In most Bengal districts are several sub-divisional treasuries at which the officer in charge of the Head Quarters treasury may be able to make a bill payable on the holder's application: a list is annexed. But it must be understood that the holder of a bill cannot demand such convenience, and that it will not be afforded if loss or inconvenience is likely thereby to be caused to the ordinary business of the State. In case of loss of a bill so enfaced delay is likely to occur in payment of a duplicate.

List of Sub-Divisional Treasuries in Bengal.

District.	Sub-divisional Treasure chest.	District.	Sub-Divisional Treasure chest.
Backergunge	Perozepore. Dewlut Khan. Patoakhally.	Moonghyr	Tumlook. Contai
Balasore	Bhuddruck.		Jamooeee.
Bhangulpore	Banka.	Moorshedabad	Begoo Sérâi.
	Muddehpoorah.		Jungypore.
	Soopool.	Mymensingh.	Lalbagh.
Burdwan	Cutwa.		Jamalpore.
	Culina.	Nuddea	Kishoregunge.
	Boodbood.		Kooshtea.
	Raneegunge.		Meherpore.
	Jehanabad.		Chooadangah.
Chittagong	Cox Bazar.		Ranaghat.
Chumparun	Bettiah.	Patna	Bongong.
Cuttack	Kendraparah.		Behar.
	Jajpore.		Barh.
	Jugutsingpore.	Pooree	Khoordah.
Dacca	Manickgunge.	Pubna	Serajgunj.
	Moonsheeguhge.	Purneah	Kishengunge.
	Kursiong.		Arrareah.
Darjeeling	Râjmehal.	Rajshahye	Nattore.
Doomko (Sonthal Per- ghs.	Deoghur.	Rungpore	Bhowanigunge.
	Godda.	Sarun	Sewan.
	Goalundo.	Shahabad	Buxar.
Furreedpore	Madaripore.		Sasseram.
	Nowada.	Tipperah	Bhubooah.
Gya	Aurungabad.	Tirhoot	Brahmunberiah.
	Jehanabad.		Tajpore.
Hooghly	Serampore.		Hajepore.
Jessore	Magoora.		Mudhoobunee.
	Khoolna.		Durbhunga.
	Narail.		Seetamarhee.
	Jhenida.	24-Pergunnahs	Baraset.
	Bagirhat.		Barripore.
Julpigoree	Fallacotta.		Busseerhat.
Lohardugga	Palamow.		Diamond Harbour.
Manbhoom	Govindpore.		Satkhira.
Midnapore	Gurbeta.		Dum-Dum.
			Barrackpore.

IN ASSAM.

Names.	Designation of officers,	Sub-divisional Treasury.
Cachar	Deputy Commissioner	
Durrung (Tezpor)	"	Mungledye.
Garo Hills (Tura)	"	
Goalpara	"	Dhoobree.
Kamroop (Gowhatty)	"	Burpettah.
Khasi Hills (Shillong)	"	Jowai.
Luckimpore (Dibroogurh)	"	N. Luckimpore, (Jaipore),
Naga Hills (Sumogoodting)	"	
Nowgong, Assam (b)	"	
Sibsagar	"	Golaghat, (Jorehat).

(b) This treasury should always be addressed as Nowgong, Assam.

The note on the subject of sub-divisional treasuries in Bengal is also applicable to those in Assam.

CIRCULAR No. 324.

POSTAL ADVANCES RECOVERED.

COMPTROLLER GENERAL'S CIRCULAR No. 10.

I have the honor to request that you will receive from officers of the Postal Department any sums which they may pay into your treasury as "Recoveries on account of Advances Recoverable made before 31st March 1873," granting them a separate receipt for each payment to serve as a voucher in their departmental account.

NOTE—Collectors in Madras and Bombay who still submit classified accounts will shew these receipts as subordinate to Government of India.

CIRCULAR No. 325.

Dated the 16th April 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

The undersigned has the honor to intimate that the Quarterly Plus and Minus Memo of Receipts and Issues of Currency Notes, prescribed in para 23 of Consolidated Circular E dated 24th July 1871, is no longer required by the Head Commissioner of Paper Currency at Calcutta.

CIRCULAR No. 236.

POSTAGE STAMPS.

COMPTROLLER GENERAL'S CIRCULAR No. 12, dated 14th April 1874.

The Government of India having resolved in Financial orders No. 1304 of 27th February last, to abolish the use of 6-anna 8 pies postage labels, and to sell the existing stocks of 8 pies labels for 9 pies, I have the honor to request that you will return the former description of stamps to the Superintendent of Stamps by whom they may have been supplied to you, and sell the 8 pies stamps for 9 pies each. These orders will have effect from the 1st instant.

CIRCULAR No. 327.

Dated 19th April 1874.

To

ALL DEPUTY COMMISSIONER IN THE PANJAB.

In continuation of Circular No. 280 dated 9th May last, I have the honor to inform you that Contingent and Travelling Allowance Bills of the Postal Department are not to be cashed unless they are countersigned by the Post Master General, and that Travelling Allowance of the latter officer should be paid on audit advices of the Compiler of Post Office Accounts.

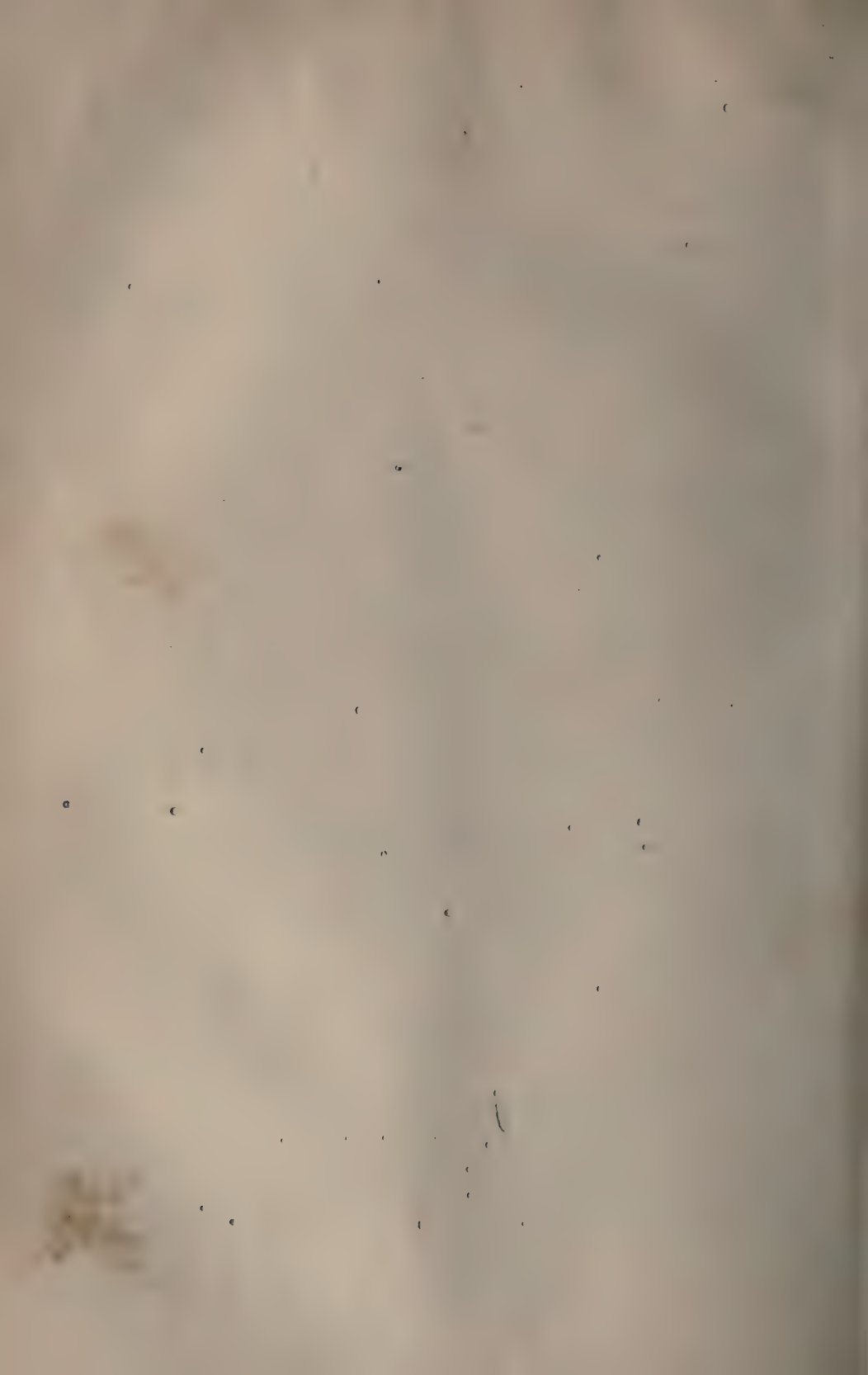
CIRCULAR No. 328.

Dated 24th April 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to inform you that the Supreme Government, in Financial Department Resolution No. 866 dated 9th June 1873, has ruled that rents of buildings situated on lands purchased for Gaaranteed Railways, and sale proceeds of old materials from dismantled buildings, and of trees on such lands, are to be credited to Land Revenue Miscellaneous.



CIRCULAR No. 329.

Dated 5th May 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB:

With reference to the Notification of the Punjab Government No. 502 dated 7th instant, published in the *Punjab Government Gazette* of the 9th idem, I have the honor to forward, for adoption, a Statement showing receipts on account of sale of Court Fees and Process Fees Stamps, and discount paid on the former.

2. For the sake of convenience, the Statement of General Stamps, prescribed by this Office Circular No. 211 dated 22nd August 1870, has also been embodied in the present form ; the rules regarding such Stamps remain, however, unaltered.

3. In regard to Court Fees Stamps and Procees Fees Stamps, I have the honor to observe that they have hitherto been shown separately in the Plus and Minus Memo. only, but not in the Cash Account. In future they must be shown distinctly both in the Cash Account and in the Plus and Minus Memo.

4. The receipts and payments shewn in the Statement should correspond with the amount entered in the Cash Account, the List of Payments, and the Plus and Minus Memo.

5. By para. 3 of the Resolution above alluded to, it will be observed that no discount is to be allowed on the sale of Process Fees Stamps.

6. For instructions, the above mentioned Resolution should be referred to.

DISTRICT
Statement of Receipts on account sale of Judicial and Non-Judicial Stamps, and of discount paid thereon during the month of

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IX.—STAMP RECEIPTS.		Amount sold.		II.—DISCOUNT.	
Court Fees Stamps.	Stamps exceeding Rs. 50 each in value sold to any body			Nil.	
	Stamps exceeding Rs. 5 each, and not exceeding Rs. 50 each in value, sold in quantities of Rs. 50 and upwards to Licensed Vendors at Sadr and Tahsil Treasuries			1 9 per cent (3 pies in the rupee)	
	Stamps not exceeding Rs. 5 each in value sold in quantities of Rs. 20 and upwards to Licensed Vendors at Sadr and Tahsil Treasuries			1 16 per cent (3 pies in the rupee)	
	Stamps sold to persons other than Licensed Vendors ..			Nil.	
	Total Court Fees Stamps ..				
Process Fees Stamps					
Class I. Impressive and Ad-hoc Stamps under Section I, Arts. 1 and 2 of the Act, 1860.	Stamps of upwards of Rs. 50 each in value sold to any body			Nil.	
	Stamps of Rs. 50 each in value and less sold by retail in less than the quantities entitling to discount			Nil.	
	Stamps of 8 annas each in value and less sold in quantities of Rs. 20 and upwards			Nil.	
	Stamps of Rs. 5 each in value and less (but more than 8 annas) sold in quantities of Rs. 50 and upwards			3 1 9 per cent (1 anna in the rupee)	
	Stamps of Rs. 50 each in value and less (but more than Rs. 5) sold in quantities of Rs. 50 each in value and less sold to Licensed Vendors, who have received advances under Rule IX in quantities of not less than Rs. 50 and Rs. 20 respectively, according as the Stamps are above or below Rs. 5 each in value			3 1 16 per cent (1 1/2 anna in the rupee)	
Total Class I ..				1 16 per cent (3 pies in the rupee)	
Class II.—All other Stamps prescribed by the General Stamp Act XVIII of 1860.	Stamps of upwards of Rs. 50 each in value sold to any body			Nil.	
	Stamps of Rs. 50 each in value and less sold to other than Licensed Vendors, or to Licensed Vendors in less than the quantities entitling to discount			Nil.	
	Stamps of Rs. 50 each in value and less sold in quantities of not less than Rs. 20 to Licensed Vendors at chief and subordinate Treasuries			3 per cent	
	Stamps of Rs. 50 each in value and less sold in quantities of not less than Rs. 20 to Licensed Vendors at places where there are no ex-officio vendors			5 per cent	
	Stamps of Rs. 50 each in value and less sold in quantities of not less than Rs. 20 to Licensed Vendors who have received advances under Rule IX			1 9 per cent (3 pies in the rupee)	
Total Class II ..				1 16	
GRAND TOTAL, ..					

X. R.—Plus and Minus Memo. of Stamps advanced under Rule IX, see reverse. This Statement is prescribed with reference to Notification of the Panjab Government, Nos. 676 and 562 dated 24th July 1870 and 7th April 1874. The figures in this should correspond with the Cash Account, the Lists of Payments and the Plus and Minus Memo. for the same month.

DISTRICT.

The of

Examined by

Head Treasury Clerk,

Deputy Commissioner.

Stamps advanced to Licensed Vendors under Rule IX.

	Court Fees.	Class I.	Class II.	TOTAL.
Balance from last month ...				
Advanced during the month ...				
Repaid during the month ...				
Balance at close of month ...				

CIRCULAR No. 330.

Dated 4th May 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

As it has been decided that all income arising from expenditure incurred from District Funds shall in the first instance be credited to the General Local Fund of the Province, I have the honor to request, in continuation of my Circular No. 291 dated the 12th of July last, that you will open a head "Miscellaneous District Fund Receipts" subordinate to "Miscellaneous Receipts," to which should be credited all income derived from District Fund Expenditure. Under this head will be credited petty savings in items charged to the District Fund refunded, sale proceeds of timber planted by the District Fund, fees and fines collected in schools supported by the District Fund, and the like.

2. Such income will be taken into consideration in fixing the allotment for each year.

CIRCULAR No. 331.

Dated 5th May 1874.

To

ALL COMMISSIONERS AND DEPUTY COMMISSIONERS
IN THE PANJAB.

The Local Government in Proceedings No. 116 dated 17th January last, published at page 22 of the *Panjab Government Gazette* of the same month, having sanctioned the pay of Tahsildars treated as personal allowance, I have the honor to request that their salaries may in future be drawn in a separate Bill, instead of being included in the ordinary Establishment Bill. This course is essentially necessary to secure an efficient audit under the new system.

2. I also take this opportunity of remarking that Commissioners have the power of transferring Tahsildars from one district to another in their own Divisions, but transfers to another Division, and promotions from one grade to another, must be sanctioned by the Financial Commissioner. All such transfers and promotions should be communicated to this office by the authority concerned.

3. Under the change now authorized it will be requisite to attach a separate Leave Statement to the Bill for the Tahsildars, or to add the usual foot-note when no leave has been granted during the month for which it is drawn.

CIRCULAR No. 332.

Dated 9th May 1874.

To

ALL OFFICERS IN THE PANJAB WHO SUBMIT
ESTABLISHMENT BILLS.

With reference to Section 16 (b) of Supplement F of the Revised Edition of the Civil Leave Code, I have the honor to forward, for adoption, a revised form of Leave Statement in lieu of the present one.

The principal changes are as follows :—

A Leave Statement must accompany each Establishment Bill whenever persons drawing more than Rs. 10 per mensem are absent on leave, irrespective of any consideration whether the leave was granted during the month to which the Bill pertains, or in previous month. This will necessitate an amendment to para 5 (d) of Consolidated Circular A dated 15th July 1871, that is, the words, "that no leave has been taken during the month by any person employed on that Establishment on a salary exceeding Rs. 10 per mensem" should be read thus: "that no person on that Establishment drawing more than Rs. 10 per mensem is absent on leave." Objection No. 35 of Circular No. 321 dated 14th March 1874 should also be altered accordingly.

Column 7 of the Leave Statement should show the names of all persons who are benefitted by the permanent incumbent being absent on leave, and the acting allowance drawn by each officiating officer should be noted in column 8, the difference between the amount shown in columns 6 and 8 being noted in column 9.

The above procedure is necessary to carry out the provisions of Section 22 (c) of the Acting Allowance Code, under which acting allowance to officers officiating in appointments, the pay of which is less than Rs. 100 per mensem can be granted only on condition that no extra expense is thereby incurred by the State. As there is not much difference between the new and the old form, the latter might be used after making the necessary correction till the old stock runs out.

The new form will shortly be obtainable at the Jail Press, where it has been registered as Imperial No. 62, and the Superintendent of which has been requested to supply 30 copies to each office annually on application.

CIRCULAR No. 333.

Dated 20th May 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to request you will, commencing from the accounts for April 1874, furnish, in support of District and Municipal Fund Charges, the Consolidated Receipts prescribed respectively in Government Panjab No. 524½ dated 12th April 1873, published in *Panjab Government Gazette* of May 1873 and Government Panjab Circular No. 34 dated 3rd May 1872, para 21, published in Supplementary *Panjab Government Gazette*, page 864 of October 1872.

The amounts of these Consolidated Receipts should tally exactly with the charges in both List of Payments and Detail Bills, and a note to that effect should invariably be made on the receipt.

CIRCULAR No. 334.

Dated 21st May 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

In continuation of this Office Circular No. 326 dated 14th ultimo, forwarding Comptroller General's directions to sell the existing stock of eight pies labels for nine pies, I have the honor to request that you will be good enough to increase the balance of Postage Labels in the Plus and Minus Memo. for the current month by an amount equivalent to the difference between the actual value of the Labels and the value now put upon them.

2. And I take this opportunity of informing you that any Circular issued under the signature of the Comptroller General, but with this office serial number, should be treated as issued by this office; any reference regarding them being made to this office and not to that officer.

CIRCULAR No. 336.

Dated 13th June 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

With reference to Financial Resolution of the Government Panjab, No. 885 dated the 10th instant, published in the *Panjab Gazette* of the 11th idem, prescribing amended rules for the sale of Court and Process Fees Stamps, I have the honor to cancel my Circular No. 329 of the 5th ultimo, and to issue the following instructions in substitution of those contained therein.

2. The Statement of Receipts attached to the above Circular, a supply of which has been furnished to District Officers, can be utilized by altering the heading printed in the margin of the Statement "Court Fees Stamps" to "Court and Process Fees Stamps," and by cutting out the heading "Process Fees Stamps" at present entered immediately under the first head.

3. The rules regarding the sale of, and discount payable to vendors on Court Fees Stamps will now apply generally to Process Fees Stamps, and should be acted on from date of receipt of the Notification.

4. It will of course be requisite, before submitting the Statement to this Office, to see that the amounts entered therein correspond exactly with the sums given in the Cash Account, the List of Payments, and the Plus and Minus Memo.

5. As the amended rules can only have effect from the date the Gazette reaches the head-quarters of your district, it will be necessary that you should submit, for the current month only, two Statements, one, in the old form, embodying all transactions up to date preceding receipt of the Gazette containing the Notification, and another in the amended form, *vide* para 2 of this letter, for transactions from date of receipt.

CIRCULAR No. 337.

Dated 11th June 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

Under instructions from the Comptroller General, I have the honor, in supersession of this Office Circular No. 325 dated the 16th of April last, to request that the Quarterly Plus and Minus Memo. of Receipts and Issues of Currency Notes in the form prescribed by Consolidated Circular E, as amended by my General Letter No. 355-383 dated the 13th of January last (which is reprinted below for facility of reference), may be submitted to the Head-Commissioner of Currency as heretofore, an Annual Return in the same form being sent to this office.

2. Should you not have sent the Quarterly Returns for 1873-74 to the Head Commissioner before receipt of my Circular No. 325, you will be so good as to furnish him with an Annual Return for that year as early as practicable.

3. These instructions are not applicable to Treasuries the business of which is conducted by Branches of the Bank of Bengal.

No. 335-383 dated 13th of January 1874, from the Accountant General Panjab, to all Treasury Officers in the Panjab, except Lahore, Amritsar, and Delhi.

Directs him in future to substitute—

From the public except when bought for exchange	} for	{	From the public in payment of Government dues,
And—			
To the public on account of Government payments	} for	{	To the public in payment of Government dues

in his Quarterly Memorandum showing the receipts and issues of Government Currency Notes.

CIRCULAR No. 338.

Dated 22nd June 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to forward copy of a Circular from the Comptroller General, No. 176 dated the 2nd instant, and to request that the necessary amendments to the Indian Bill Rules referred to therein may be made in your Office copies.

BILL ADVICES.

Circular No. 176, dated 2nd June 1874, from Comptroller General.

Referring to paragraph 11 of the Indian Bill Rules, I have the honor to state that the words "and in the proper column must be entered, in words, the 'excess' amount noted across the Bill," in the 4th and 5th lines, are hereby cancelled, and that the column "Limit to be stated in words" is likewise to be omitted from the Advice List G, referred to in the paragraph quoted.

CIRCULAR No. 339.

Dated 30th June 1874.

To

ALL DEPUTY COMMISSIONERS.

In supersession of previous instructions, I have the honor to request that you will be so good as to keep up in the accompanying form a Register of all receipts on account of the Forest Department, and that you will send to each Forest Divisional Officer, on whose account money is received, a copy of the same, showing full detailed particulars of all receipts into the Treasury on account of the Forest Department during each month.

2. Such statements should be despatched to the Forest Divisional Officers concerned without fail by the 3rd of the month following that to which they relate, and you should certify despatch on your Monthly Cash Account submitted to this office. You will have no difficulty in doing this if the Statement be written up from day to day.

3. It is of course absolutely necessary that the totals of these Statements should exactly correspond with the entries in your Cash Accounts; and you will bear in mind also that they should include not merely Forest Revenue which has been collected by the agency of your subordinates in the district, but also every item which may have been received from the Forest Department, either at the Sadr or Tahsil Treasuries.

4. Great care must be taken that the collections at Tahsil Treasuries, either made through the agency of Tahsildars or received through Forest Officers, should be carefully and exactly detailed, and that each separate item is so recorded that its identification can be easily effected.

The object, I may add, is to secure a correspondence between the Accounts of the Forest and of my Department, the frequent non-existence of which has heretofore caused much trouble and inconvenience.

5. All Forest Revenue paid in by a Forest Officer or under his instructions will be accompanied by a Chalan in duplicate, one copy of which should be receipted, either by the Tahsildar (if paid in at a Tahsil) or by the Treasury Officer (if paid in at the Sadr), and given to the person paying the money; the other should

be used in support of the credit in the usual manner, so as to enable the Treasury Clerk to give the full particulars in his Registers and Statements.

6. You will of course understand that transactions at Tahsil Treasuries should appear as belonging to the month in the Accounts of which, at the Sadr, the transactions are incorporated.

7. The above rules will come into force on the 1st proximo.

Register of Revenue credited in the accounts of the *District on account of*
the *Forest Division, during the month of* 187 .

Date of credit.	Name of Treasury at which credited, i. e., Sadr or specified Tahsil.	By whom paid in.	On what account.	Amount of each item.	Daily Total.	REMARKS.
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Certified that the total of the above Statement agrees with the amount credited to the Forest Division in the Cash Account submitted to the Accountant General.

Officer in charge of Treasury.

To be forwarded to the Forest Officer on 3rd of each month.

MUNICIPAL ACCOUNTS.

CIRCULAR No. 340.

Dated 8th July 1874.

To

ALL DEPUTY COMMISSIONERS AND PRESIDENTS OF
MUNICIPAL COMMITTEES.

I have the honor to issue the following instructions with reference to the Notification of the Panjab Government, No. 865 dated the 23rd May last, published in the *Panjab Gazette* of the 28th idem. These instructions supersede all previous orders of this department on the subject, to which they are opposed, except as regards accounts previous to the 1st April last, from which date only the instructions contained in this Circular should have effect.

2. The accounts which have to be kept up by Municipal Committees are—
 - (1).—Daily Cash Book (Form A).
 - (2).—Ledger (Form B).

They have to send to this office—

- (1).—A Monthly Abstract of Account (Form C).
- (2).—A bill for all charges during the month (Form D).

Specimens of the above, and of all forms prescribed in this Circular, are appended. They can be obtained from the Central Jail Press on indents, one of which for each district should be sent direct to the Press, and their cost will be debited to the Municipalities concerned under instructions which will separately be issued.

3. It is a fundamental principle that every item of receipt is to be credited daily in the Government Treasury, and that every item of charge, except Police expenditure, is to be drawn therefrom by means of cheques (Form E).

4. All items paid into the Treasury must be accompanied by a Chalan (Form F), which should be issued by the Secretary or some other responsible officer of the Committee. If cash be paid in during the day to the Municipal Officers themselves they should remit it before its close to the Treasury after duly filling up the form.

5. The Cash Book is not, as its name would imply, a record of cash transactions, but, as prescribed in para 5 of the Rules of the 23rd of May, a complete record of all receipts and payments on account of the Municipality as they occur. On the left-hand side should be entered the amount of each Chalan, and on the right-hand side the amount of each cheque issued, and of the Police expenditure.

6. The receipts and charges in the Cash Book should be brought forward from day to day until the close of the month, when a balance should be struck; any unpaid cheques at the close of the month being written back by a distinct entry on the receipt side. The balance will then correspond with that shown in the Treasury Cash Book, and in the Pass Book, where one is kept, under the rules which will be presently prescribed. This balance should be brought forward at the beginning of each month.

7. Every Treasury will keep up a separate Register of Municipal Receipts and Municipal Payments (with separate columns for each Municipality), the daily total of each of which should be brought into the Provincial Service Cash Book. At the close of each month a Balance Sheet should be prepared in the Treasury in the accompanying form :—

	<i>Municipality.</i>
	Rs.
Balance on 1st April	0,000
Add receipts during the month, as per Register ..	0,000
	0,000
Deduct charges during the month, as per Register ...	0,000
Balance at close of the month	0,000

Where the Municipal Office is separate from the Treasury building, a Pass Book (Form G) must be kept up, which should remain with the Municipal Officer, and the entries in which should be from time to time compared with those in the Municipal Cash Book. It should be sent to be written up always at the close of and not less frequently than four times during, each month. At the close of each month, this Pass Book should be totalled by the Treasury, and balanced to correspond with the Treasury Balance Sheet above described. Where the Municipal Office is in the Treasury building, there is no necessity for the Pass Book, although it may be kept up if thought more convenient; but the Municipal Cash Book may be verified with the Treasury Registers of Municipal Receipts and Payments and with the Balance Sheet. A memo of verification (either with the Pass Book or Treasury Balance Sheet) should be affixed under the signature of some responsible officer of the Committee to the Municipal Cash Book at the close of each month, in the following form:—

Certified that I have examined the Treasury Balance Sheet (or Pass Book), and find that the balance of the Municipality at the close of April, as shown therein, exactly corresponds with the balance shown in this Cash Book as above.

8. Police expenditure will be disbursed as directed in this Office Circular No. 271 dated the 8th of March 1873, as modified by Circular No. 302 dated the 24th of September 1873, without the intervention of the Municipality. It will be included in the Treasury Register of Municipal Payments, and simultaneously with the charge a memo of the amount should be sent to the Municipality concerned for entry in the Municipal Cash Book. In the event of any Police expenditure being disallowed by this office, the Deputy Commissioner will be instructed to credit the amount of such disallowance to the Municipality by a charge to "Advances Recoverable," intimation of the credit being sent to the Municipality for entry in the Cash Book in the same way as any other receipt.

9. The Ledger should be posted up daily from the Cash Book. It will be seen that it is not in regular double entry book-keeping form, but it is believed it will be sufficient for every purpose. It should be proved day by day with the Cash Book, and at the end of the month totalled, any unpaid cheques being deducted to correspond with the entries prescribed in para 6 on the receipt side of the Cash Book.

10. The Ledger totals, after having been proved with the totals of the Cash Book (the net amount should correspond) should be posted into the Monthly Abstract of Account, which has to be sent to this office through the Treasury Officer, for whose attestation as to the correctness of the figures provision has been made in the form.

The Bill should then be prepared for the Civil Charges of the Municipality, which should be submitted to the Commissioner for countersignature.

11. The foregoing instructions, you will bear in mind, have only so far reference to Public Works transactions, that all cheques drawn on Public Works Account should be shown in the Cash Book and Ledger. Separate instructions for detailed Public Works Accounts will doubtless be issued by the Controller.

12. Any expenditure which may be disallowed by this office, either on its own motion, on in consequence of the countersignature of the Commissioner, or the audit of the Controller being wanting (except Police expenditure, for which special provision has been made in para 8), will be taken to a head "Disallowed expenditure," subordinate to the Municipal Fund concerned, and will be included in the Objection Statement of the District. It will be the duty of the Treasury Officer to insist on the adjustment of such items in such manner as may be directed by this office, just in the same way as if it were an item of Imperial or Provincial expenditure; but when the adjustment is made by a cash recovery, it should be treated like any other receipt of the Municipality, being entered in the Municipal Cash Book, Ledger, and Abstract Account, and in the Treasury Registers; special intimation of the recovery being given to this office.

13. The Annual Statement of the Receipts and Expenditure of each Municipality should be forwarded to this office as soon after the 31st of March as possible. Its preparation with the help of the Ledger will be very simple.

14. The foregoing instructions have of course only reference to Municipalities constituted under the Act.

15. These rules will come into force in their entirety from the 1st of August, but for the four first months of the current year the Statement of Account and the Bills should be submitted in the manner above described.

Bill for Civil Charges (other than Police) of the
of for the month of

Municipality, in the district

187 .

Budget Provision for the Head.	Total expenditure on this Head up to date, including the sum charged on this Bill.	Date of Proceeding of Committee sanctioning the expenditure.	No. and date of Commissioner's order sanctioning the expenditure when necessary.	PARTICULARS.	Amount.	TOTAL.
				REFUNDS.—as per following details. (NOTE— <i>Dates of credit must be given</i>).		
				COLLECTION OF TAXES AND CESSSES.		
				EDUCATION.		
				MEDICAL.		
				PRINTING.		
				MINOR ESTABLISHMENTS <i>viz</i> : General Management . . .		
				Collection of Tolls, Rents, &c.		
				Conservancy and Lighting . . .		
				Miscellaneous Establishments,		
				<i>Carried over</i> . . .		

BILL FOR CIVIL CHARGES.—*Concluded.*

Budget Provision for the Head.	Total expenditure on this Head up to date, including the sum charged on this Bill.	Date of Proceeding of Committee sanctioning the expenditure.	No. and date of Commissioner's order sanctioning the expenditure when necessary.	PARTICULARS.	Amount.	TOTAL.
				<i>Brought forward ...</i>		
				MISCELLANEOUS.		
				Interest on Loans ...		
				Other Miscellaneous Charges		
				CONTRIBUTIONS.		
				GRAND TOTAL ...		

Certified that the charges included in the above bill, have all been incurred as set forth, and that sufficient vouchers for them are in the Municipal Office.

Dated
The of 187 }
President Municipal Committee

Amount of this Bill ... Rs.
Deduct expenditure disallowed ...
Countersigned for

Dated
The of 187 }
Commissioner

NOTE.—This bill may be signed by the Vice-President. All Establishments should be clearly detailed with their their rates of pay, and numbers of each grade, but without names. In the event of a full month's pay not being drawn for any establishment, the dates for which it is drawn must be given,

[To be sent to the Superintendent Central Jail Press through the Accountant General, Panjab.]

*Indent for Forms required for all the Municipalities in the**District.*

Distinguishing Letter.	Particulars.	No. of sheets required.	REMARKS.
A.	Cash Book	...	
B (1).	Ledger of Receipts	...	
B (2).	Do. of Disbursements	...	
C.	Monthly Abstract	...	
D.	Do. Bill	...	
E.	Cheques (stitched in books of 25, 50, and 100)	...	
E.	Chalans do. do.	...	
G.	Pass Book (in books of 25 sheets)	...	

Forwarded to the Superintendent Central Jail Press for compliance.

LAHORE.

Dated

1874

Asst. Acct. General, Panjab.

CIRCULAR No. 341.

Dated 22nd July 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

In modification of this Office Circulars No. 283, 294, and 301, I have under instructions received from the Comptroller General, the honor to request that you will adopt the rate laid down in Schedule 10, instead of Schedule 8 as at present, for all Overland Money Orders issued by you payable in the United Kingdom.

CIRCULAR No. 342.

BILLS OF GAZETTED OFFICERS. BILLS AND RECORDS OF PENSIONS PAYABLE.

Comptroller General's Circular, No. 14, dated 18th July 1874.

I have the honor to communicate, for your guidance, extracts from two circulars lately issued to Accountants General.

Circular 169 of 12th April last deals with the question of audit of gazetted officers' bills, which are for the future to be separate for each gazetted officer, so that the pay, acting, and other fixed allowances of each will be drawn on a single bill signed by himself, instead of being included in a general bill for all such officers on an establishment under the signature of the head of the office. The portions of this circular which require your attention are here extracted—

Para 5: On receipt of every Government Gazette (the Accountant General) will * * * issue an 8vo. slip of warning to any officer whose salary is changed. The slip might run thus—

No. is informed that under order No.
draw pay at the rate of with effect from
calculation are given below.

(Gazette, p.) he is entitled to
until The details of the

1874

Asst. to Accountant General

(a). If the rate of deductions alter for any reason, or if an officer revert without a new order to his former scale of pay, * * * no new slip notice need be issued. * * *

(b). If the Gazette order notify a temporary grade promotion for a term already expired * * the amount claimable should be named in the slip * * *

24. The use of the slip described in para 5 will relieve treasury officers of some responsibility. They will ordinarily pay the same officers at the same rate as in the previous month, recovering, without regard to their remonstrance, any sum which has been notified for retrenchment by the Accountant General. If a higher rate be demanded, the bill should be supported by the original slip above mentioned, or, in default thereof, by certificate of assumption of charge of some higher office, under a quoted order of Government, which would carry the higher pay. If the claimant be an officer newly come from another station, he will produce a last-pay certificate from his former treasury officer in addition to the slip or the certificate named. In the printed form of pay bill, indeed, there may be inserted a note certifying that transfer certificates have been despatched, which note would be separately signed in case of a transfer of charge.

A treasury officer will not undertake correspondence for an officer making a claim to any special allowance, but will request him to address the Accountant General either direct or through his own official superior.

Nor will he honor a claim which on the face of it is disputable; he will request the claimant to refer the question to the Accountant General.

Nor will he, when a retrenchment is ordered, enter into any correspondence either with the Accountant General or the officer placed under retrenchment; it is his duty simply and promptly to carry out the orders he has received, and to leave the person aggrieved to his remedy in ordinary course.

Nor will he issue pay before the end of the month, except in case of an officer departing on leave who may be paid up to the last day of service, *i. e.*, the last on which he was in charge of his office *after noon*.

25. The responsibility of treasury and of countersigning officers is thus stated in the Resolution introducing the present system of account (2189, dated 20th April 1865, paragraph 34)—

The privilege of drawing pay abstracts or bills for salary, allowances, or contingent expenses, will be restricted to responsible officers; and the drawer of the bill will be held answerable for any overcharge. The responsibility of the countersigning officer will be that which attaches to all controlling officers, and which brings them under a liability to make good any loss arising from their culpable negligence. The treasury officer who makes payments without pre-audit will be responsible for checking any palpable errors, and (in the case of change of office, or of rate of salary of gazetted officers) for passing the new rate with due reference to the orders directing the change. In short, the responsibility for an overcharge will rest primarily with the drawer of the bill, and (failing recovery from him) the overcharge will be recovered from the treasury officer or the countersigning officer only in the event of culpable negligence in either of them.

26. When a military officer in civil employ embarks for leave to England from a port in a different presidency and draws pay there, the treasury officer will send to the examiner of fund accounts for the presidency to which the absentee belongs a note of the recoveries last made for the Military Funds, and also of the date of embarkation of the absentee or that up to which he has drawn pay. Similarly, when such an officer returning from England draws his first pay from a treasury under another presidency than his own, the treasury officer will forward to the examiner of fund accounts of the returning officer's presidency a note of the amount recovered on account of funds from his first abstract, attaching thereto the separate certificate of fund payments furnished by the India Office.

PENSIONERS.

Of circular 171, dated 15th April last, touching pensioners and their bills, the instructions are subsidiary to those of the Pension Code, and the parts which require your attention are extracted below.

Para. 3. Each treasury officer will keep two registers (Form B) of the permanent payable orders issued on his treasury, one for political, the other for superannuation, pensioners, which registers will serve as index to the two files wherein he will paste the original orders in their serial order. After seeing that a new order is correctly entered in one of these registers, he will put his initials in the column of "name of pensioner" and rule a red ink line across the page below the entry. The column of remarks will be blank as long as the order of payment is in force, but when both portions of the order are returned on account of death of pensioner or application for transfer, which causes strike it permanently off the treasury list, the date and cause of return should be entered in black ink under the treasury officer's initials. If the original only be returned on account of non-appearance of pensioner (*Code 88*), the date will be entered in red ink, and on reclamation this date will simply be struck out. When both portions are transmitted for renewal in consequence of damage, or the original in case of loss of the counterpart, the date may be entered in pencil in explanation of the imperfection of the file of orders.

4. On appearance of a pensioner claiming pension, his personal marks should be checked by, and the signature to the receipt compared with that at the head of, the original in the file of orders: on it will noted any permanent sanction for the non-appearance of a male pensioner (*Code 82 b*), and the form in which proof was given, at the beginning of the year, of the pensioner's continued existence, *e. g.*, "Pensioner visited the Collector on———" the initials of the treasury officer, or of the officer verifying the fact, should be put against the note.

5. On presentation of a life-certificate, pension should be paid for *completed* months only.

In cases in which Political pensioners do not appear in person to receive payment of their pensions, if the disbursing officer entertains any doubt which he has no convenient means of removing, he should refer the case to Government through his immediate superior for orders. Payment of the pension, however, should not be suspended pending the result of such reference.

6. Pensioner's receipts may be taken either on separate bills (which bills may be attached to a schedule for each major head, or, if few in number, may support separate entries in the Cash Book and List of Payments), or on a single bill (Form C) for all on account of each major head. On the latter plan, the receipt of each pensioner appearing personally will be taken in the column provided for that purpose, while separate receipts will be appended in support of the charges on account of those paid at subordinate treasuries (*Code 87-2*) or in authorised absence on life-certificates, note being made on the latter class of the name of the person really receiving the money. On all such documents should be entered the number of the entry in the bill, and the separate certificates of non-employment (*Code 83*) should be similarly marked. Every payment is to be noted (*Code 80-2*) on the reverse of both portions of the order, under the initials of the disbursing officer; in case of pensions paid at a sub-treasury (*Code 87-2*), where will be found only a copy of the order in English or Vernacular with the district officer's order thereon, the tahsildar (or mamlutdar or deputy collector) will make the entry on the counterpart and on his copy, while the treasury officer at the head quarters' treasury will from the receipt make the necessary note on his original of the order.

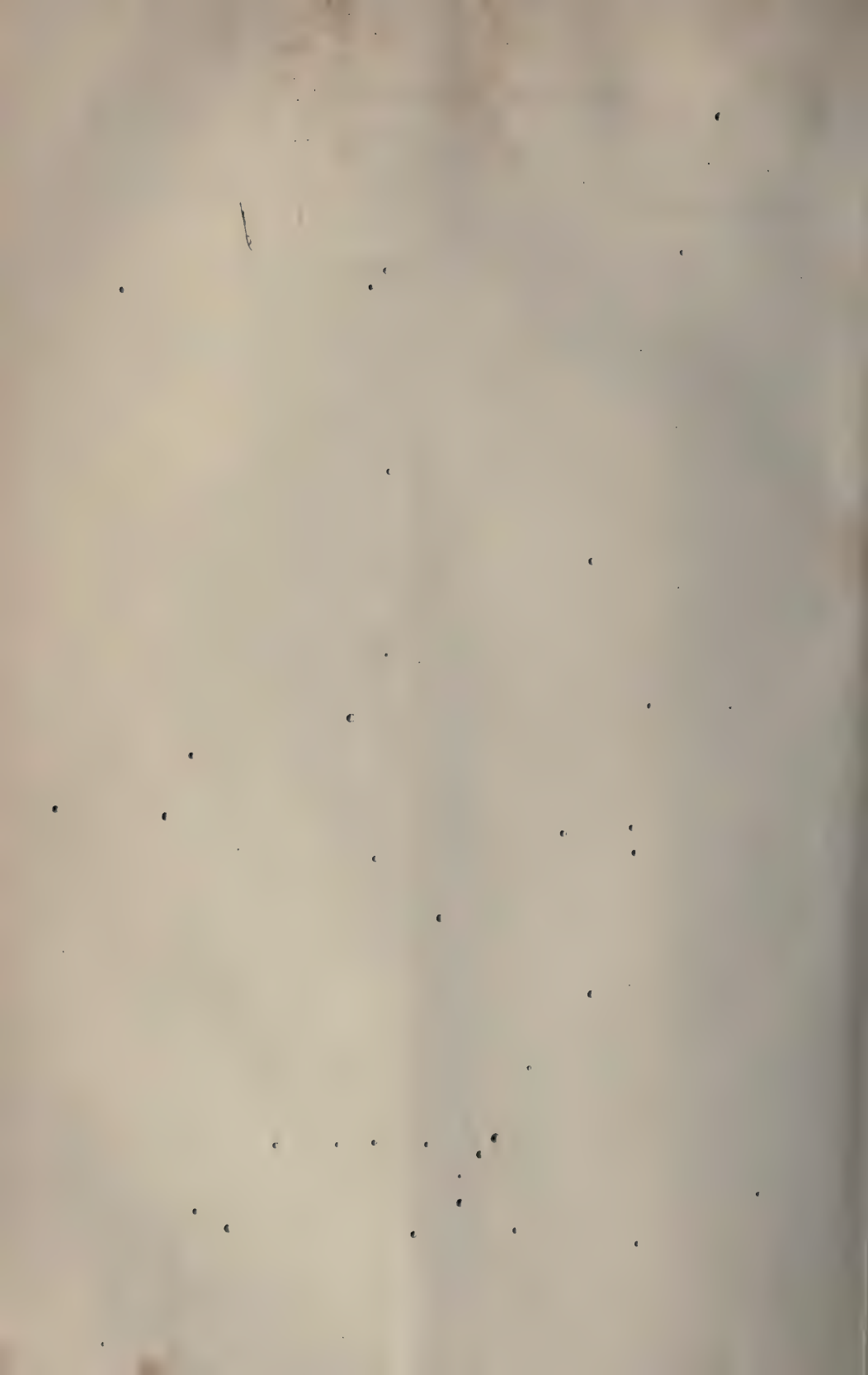
If any Accountant General do not wish to allow the use of the alternative plan, lines 5 to 7 of para 7 should be struck out before the circular is despatched to treasury officers.

CIRCULAR No. 343.

ABOLITION OF SUB-DIVISIONAL TREASURE-CHEST AT KURSEONG IN
THE DARJEELING DISTRICT.

Comptroller General's Circular No. 15 dated 27th July 1874.

The sub-divisional treasure-chest at Kurseong in the Darjeeling district having been abolished, I have the honor to request that you will be good enough to make the necessary correction in the list of sub-treasuries in Bengal, annexed to my Circular No. 11 of the 24th March last.



CIRCULAR No. 344 OF 1874.

Dated 12th August 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to request that when coins are sent to the Master of the Mint for report, they may be wrapped up and sealed in paper on which a memo is entered, sufficient to enable him to identify them with the notice in the separate letter of instructions. Orders on this subject have been rendered necessary by the frequent occurrence of cases in which coins are sent to the Mint under cover separate from the letters without any precautions being taken to enable the Mint Master to identify them.

CIRCULAR No. 345.

PETTY CHANGES IN BILL RULES.

Comptroller General's Circular No. 16 dated 30th July 1874.

I have the honor to request you will make the under-noted corrections in the copies of the Bill Rules in your office.

To 31 g add—

and to subscribers having occasion to make a special remittance to the Secretary.

To 31 l add—

and to the Secretaries of District Savings Banks transferring a depositor's account to another Bank.

Also insert as 31 s—

on the district treasury at Jabalpur, in favor of the overseer or manager of the Thuggi School of Industry, to all persons having occasion to make payments for articles supplied by the school.

The following note should be inserted after 33 c :—

Military officers in civil employ can obtain transfer receipts under this rule.

As Circle Paymasters are not allowed to grant transfer receipts in exchange for cash, the first condition under paragraph 34. should run—
for *bonâ fide* public purposes.

The following addition should be inserted after paragraph 34 :—

To transfer receipts drawn, under paragraph 34, on the Amritsar Treasury for the pay of officers on leave in Casimir should be appended a printed slip in the following terms :—

This transfer receipt is payable only to the person named in it or to his authorized agent.

If payment be desired through the agency of a native banker who does not hold a power of attorney, a letter in the following terms must be addressed to the Agent of the Bank of Bengal at Amritsar and sent direct to him (prepaid), and a duplicate of the letter given to the banker or his agent or representative for presentation with the transfer receipt, which must, however, also bear the signature of the payee :—

“ SIR,

No.

Date.

Drawn by

On Amritsar Treasury in favor of

I request that you will pay the amount of the transfer receipt, of which particulars are given in the margin, to

I have, &c.,

Payee.

TO THE AGENT OF THE

BANK OF BENGAL, AMRITSAR.”

It must be understood that the concession does not extend beyond the single case noted, either to other treasuries or other bill or other payees.

To paragraph 37 add—

But such assignment can only be made on a treasury under the same local Government ; if the payee's corps have been removed to another province, *e. g.* from Cawnpore in North-Western Provinces to Sectapore in Oudh, the receipt should be returned to the remitter for cancellation.

In paragraph 38, for the words "if presented after that date payment should be refused," read—

if the payee afterwards apply for payment, he should be directed to address the remitter.

After paragraph 38 the following note should be inserted :—

It has happened that the uncurrent receipt returned under this rule has reached the remitter's station after he has left it on furlough ; in this case its amount may be refunded on the receipt of his Commanding Officer signing *for* the remitter, and also certifying that the remitter's signature could not be obtained in consequence of his being absent on leave from which he would not return for some weeks.

In the original list of the treasuries, a foot-note should have followed the list of the Military Pay and Pension Pay Offices to the effect that no bills can be drawn on any of them ; this prohibition should be clearly understood.

CIRCULAR No. 346.

Dated 20th August 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

As all the headings of the General Local Fund Receipts have been embodied in the new form of Provincial Cash Account, the Statement A 1, hitherto furnished to this office under instructions conveyed in Circular No. 291 dated 12th July 1873, should be discontinued in future. Statement A 2 (for charges) must, however, accompany each List of Payments as hitherto.

NOTIFICATION.

The 7th September 1874.

FROM the 1st proximo all claims in the Civil Department against Government, of the following nature, payable from the Lahore Treasury, must, in the first instance, be presented at the Office of the Accountant-General at Lahore for pre-audit.

* Including Police, but no other bills payable from the Municipal or Cantonment or District Funds.

† Not being takkávi, or bard-ásht-khána.

A.*—Salary, establishment and travelling allowance.

B.—Contingent abstracts.

C.—Refunds.

D.—Postal and Telegraph Department bills.

E.†—Receipts for advances.

F.—General Local Fund bills.

To prevent delay in the payment of salary and establishment bills they should be presented on the afternoon of the last day of the month for which they are due. After the bills are audited the claimants should present them at the branch Bank of Bengal for encashment. The bills are not to be taken to the Treasury Officer.

The following claims will still continue to be discharged by the Deputy Commissioner at the Treasury :—

A.—Discount on stamps.

B.—Deposits.

C.—Money orders.

D.—Savings Bank.

E.—Takkávi and Bardásht-khána.

F.—Municipal Fund (not being for Police).

G.—Cantonment (ditto)

H.—District Fund.

I.—Charges for canal collections.

J.—Pensions.

K.—Interest on Government Promissory Notes.

The following payments will continue to be made by the Agent, Bank of Bengal, without the intervention of the Treasury Officer :—

A.—Drafts.

B.—Forest Department.

C.—Public Works Department.

D.—Railway.

E.—Military Department, cheques and drafts.

CIRCULAR No. 347.

Dated 7th September 1874.

To

ALL DEPUTY COMMISSIONERS AND HEADS OF DEPARTMENTS.

I have the honor to intimate that under the Pension Code no applications for pension or gratuity of a non-gazetted officer, with the exception of those noted in the margin, can be entertained unless accompanied by the service book of the applicant.

Police Officers whose pay does not exceed Rs. 20 per mensem, and officers in the Postal and Customs Departments whose pay does not exceed Rs. 10 per mensem.

2. This service book should be written up from the commencement of the applicant's service ; the entries in it being attested, as far as possible, by the officer under whom he has served ; any inability to get such attestation being in every case explained.

No. 348.

Dated September 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

The Controller of Military Accounts having brought to my notice that the printed numbers of Cheques and Transfer Receipts drawn by Circle Pay Masters are entered in the Military Schedule by some District Officers instead of their respective office numbers, I have the honor to request that in future the office numbers may invariably be entered therein. This does not, however, affect the instruction given in para 12 of the Indian Bill Rules, which applies to Bills issued by the Civil Department.

CIRCULAR No. 349.

Dated the 9th September 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

In continuation of Circular No. 340 dated the 8th of July last, forwards, for information and guidance, copies of this Office No. 252 (M) dated the 8th ultimo, and No. 335 (M) dated the 3rd instant, to the address of the Deputy Commissioners of Hissár and Jálándhar respectively.

No. 252 (M) dated the 8th ultimo, from the Accountant General, Panjab, to the Deputy Commissioner Hissar.

In reply to his No. 82 dated the 1st instant, states that the accounts of Municipalities not constituted under the Act may be kept in whatever form is thought most convenient. But their receipts and charges should be brought into the Treasury Register prescribed in para 7 of Circular No. 340; one combined annual account for all such Municipalities in each district being forwarded to this office.

No. 355 (M) dated the 3rd instant, from the Accountant General, Panjab, to the Deputy Commissioner Jalandhar.

I have the honor to acknowledge the receipt of your No. 168 dated the 17th ultimo, and in reply beg to offer the following remarks.

2. My Circular No. 349 dated the 8th of July should be acted up to as far as possible by all Municipalities constituted under the Act, Vernacular being substituted for English forms wherever absolutely necessary.

3. It should be borne in mind that under No. 5 of the rules published in the orders of Government No. 865 dated the 23rd of May 1874, which have the force of law, each Municipal Committee under the Act is bound to keep accounts of its receipts and expenditure in such form as may be prescribed by this office. It may perhaps be more convenient in some instances that these accounts should be kept up at the Sadr Office, but the fact should not be forgotten that it is the Municipal Committee which is responsible for their correctness wherever they are prepared.

4. There is no objection to the cash-book and the ledger being kept up in Vernacular if it be thought more convenient, neither is there any objection to the omission from such Vernacular ledger of such of the headings as will certainly not be required.

5. In some small Municipalities it is understood there are no charges at all but for police. In such cases, of course, not only is a ledger superfluous, but the submission of a blank form D is unnecessary.

6. But where there are Civil charges other than police, the submission of form D in English must be required. Also in every case form C must be furnished. I am obliged to ask for these two forms in English, as my office is not in a position to deal with Vernacular accounts. It is not thought, however, there will be any practical difficulty in complying with this requisition. In the case of those Municipal Committees whose accounts are kept in Vernacular, a monthly Vernacular Abstract can be sent to the Deputy Commissioner (who is President) for translation and submission, under his signature, in the prescribed form. (In the abstract provision has been made for signature by the Secretary, but *a fortiori* the signature of the President would suffice.) I would, however, very particularly point out that these accounts are to be rendered by the Municipal, and not by the Treasury, authorities.

7. Referring to your observations in regard to the trouble and expense which will be caused by the preparation of separate statements, I beg to remark that as all the figures of each Municipality must be shown separately, but little labor would be saved by their inclusion in one single statement, and the extra expense of separate forms is infinitesimal. On the other hand, it is more correct in principle to keep these accounts separate, and it is more convenient to this office, which opens an account with each separate Municipal Committee in the Province.

8. In regard to the forms of chálán and cheque, to which you object, I regret that I omitted to see the necessity for Biglot forms. But I would suggest your using these forms, filling in the necessary particulars on the reverse. Every receipt entry in the Tahsil Siāha on account of a Municipality must be supported by a chálán. You should bear in mind that the Government Treasury (acting through the Tahsildár) is simply the banker of the Municipal Committee. It *receives*, but does not *collect*, Municipal dues. The Octroi Collector should be furnished by the Municipal Committee with the necessary chálán. Similarly, too, every charge, except for police, for which there are separate arrangements, must be supported by an order for payment. The Treasury Department of your office should refuse to accept a charge not so supported. If you prefer it, of course you can have Vernacular cháláns and orders for payment, but it appears to me that the existing forms might be appropriately utilized by the entry of Vernacular particulars, either on the reverse or in the forms themselves.

9. The necessity for a pass-book depends upon where the Municipal accounts (*i. e.*, the cash-book and ledger prescribed by Rule 5) are kept. If they are kept away from the Sadr Treasury Office, then most certainly a pass-book should be kept up, but this too may be in the Vernacular. The object is to secure that there is conformity between the accounts of the Municipality and of the Government Treasury, just in the same way as a Bank constituent is furnished with a pass-book to enable him to check the correctness of the Bank's entries. If the accounts are kept at the Sadr, then there is no necessity for a pass-book, but in this case the Treasury Balance Sheet should be examined, and the Municipal balance verified by the President, Vice-President, or Secretary of the Committee.

CIRCULAR No. 350.

CONTINGENCIES.

Comptroller General's Circular No. 17, dated 18th August 1874.

1. Every officer who regularly incurs contingent expenses on the public service will, at the beginning of each year, obtain from the proper controlling authority a general sanction to the scale of his expenditure for the year, limited in regard to number, rates, or aggregate amount as the controlling officer may think expedient. This sanction will be communicated to the treasury officer as well as to the officer concerned, and the latter will then be allowed to draw the amount of his monthly bills for contingent expenses within the sanctioned limit, without pre-audit or the previous countersignature of the controlling officer. In case no such sanction of the countersigning officer be communicated to the treasury officer, he will be relieved of responsibility if his payments are covered by sufficient receipts of the disbursing officer: but if he be placed in charge of the budget grant of the revenue or magisterial branch of the district office, he will in this new capacity acquire, jointly with the district officer, the character and responsibility of disbursing officer.

2. Within the above limit a disbursing officer may incur ordinary recurring charges, and may purchase ordinary necessities (such as chairs and country locks) without previous sanction, provided he has no fear thereby of exceeding the pro-

vision of his own office for the year. For any other articles, he must obtain *previous* sanction according to circumstances ; thus for a thermantidote or a clock, a Collector must obtain previous sanction from the Commissioner, though, as they are within the latter's power of sanction and are ordinary necessities, he might purchase them for his own office without previous sanction.

"Exceeding the provision of his own office." No officer may, without previously obtaining an extra grant, exceed the amount provided for contingencies under the major head concerned ; some Governments allow disbursing officers free discretion within this limit, whereas others require an officer to restrict his expenditure within the grant for each *detailed* head of contingencies, unless the controlling authority have previously transferred part of the grant under another detailed head. Again, the power of making transfers from the contingent grant of one district to that of another under the same major head is not vested in the same officers in every province ; the local Government may retain the power in its own hands or delegate it, but the transfer can only be of an ascertained surplus within the same major head.

3. To officers incurring petty expenses which require to be paid at once before money can be obtained on the usual monthly contingent bill are allowed permanent advances which are in general single for the whole office, *i. e.*, a Collector is not allowed one advance for land revenue, a second for excise, and so on, but only a lump advance which is held by the Accountant General at his personal debit. Whenever the available balance of the permanent advance is less than some charge now to be paid, a contingent abstract should be prepared, including with it all the charges of the same department. On the last day of the month, too, the permanent advance should be replenished by drawing on abstract bills the contingent charges advanced for each main head of service, and the same course should be followed when charge of the office is transferred in the course of the month : in these two cases only may a contingent abstract cover a sum less than the amount of the sanctioned permanent advance. These abstracts presented from time to time will be attached by the treasury officer as vouchers to his lists of payments.

In the case of a Collector whose permanent advance has to meet the disbursements of several departments, the contingent abstract of one will not be as large as the total permanent advance ; contingent abstracts for all may with advantage be submitted at the same time, but in the case of this single office, there is less objection to the presentation of an abstract not as large as the permanent advance.

4. The amount of the permanent advance for each office is fixed by the local Government ; it must of course be larger when distance from the treasury renders its frequent recoupment difficult, but should not be larger than is absolutely necessary. It will be recorded by the Accountant General at the personal debit of the head of the office, who will, on the first office day after 31st March in each year, send to the Accountant General a short acknowledgment that the amount is due from, and to be accounted for by, himself ; if any officer should fail to make such acknowledgment, the Accountant General should demand it immediately ; in case of transfer of charge of an office, a similar acknowledgment must be sent by the relieving officer.

Care should be taken not to multiply permanent advances unnecessarily. An officer having subordinates who require petty sums should rather spare a small portion of his own advance for their use than apply for separate advances for them.

5. The Government of India "expects that every public officer will exercise the same vigilance in respect to petty contingent expenses that he would do if spending his own money ;" and has further ordered that "a register of contingent expenditure should be kept in each office, and the initials of the head of the office, shall be entered against the date of payment of each item."

6. This register will be in form B, and will be printed on royal paper, and the same will serve for record and check in the controlling and the audit office ; each Accountant General will be able, after consideration, to assign to the several columns headings suitable to the condition of each department and office. If the contin-

gent grant of an office be divided under two or three main sections only, still under each the most common sub-heads may be detailed with a single column for the more varied items ; if the grant be parcelled out under many detailed heads, the most common will have each its own column with grant noted at the top, while the rest with their grants will be thrown into the column of unusual charges ; in either case an unusual charge would be explained in the column headed *Description*, though in the former the amount might be entered in a column to the left.

7. Before the register is brought into use in the disbursing office, it will be ruled, and as the office cashier pays away any money, he will enter the date, name of payee, and number of sub-voucher in the three columns to the left, the amount in the proper column (marking off all the others), and in the case of any unusual charge, he will also take against the description the initials of the officer incurring it. When the permanent advance from which he has been making disbursements begins to run short, he will rule a red ink line across the page, add up the several columns, and enter their cross total in the column of "*Total of each contingent abstract* ;" then he will post the several totals in a form of contingent abstract, detailing against each entry the numbers of the sub-vouchers, and also entering in its proper place the description of each unusual charge, and this contingent abstract he will lay with the sub-vouchers and the register before the head of the office ; the latter will put his initials against the date of each payment and sign the abstract, which the cashier will then date and number and present for payment at the treasury.

It has been ruled that the head of the office must *himself* initial the entries in the contingent register, and not delegate the duty to his Superintendent.

When the advance is running short, a demand may be presented in excess of the balance ; this item, too, should be charged in the register and included in the abstract, the number given being that which the sub-voucher will bear when payment has been made.

Even of ordinary charges full details are sometimes required for purposes of check, and in such cases must be given both in the abstract and in the contingent bill ; *e. g.*, the number of punka-pullers entertained, and the rate at which they are paid, must be stated, the name of any book purchased and its price.

8. The detailed bill will be prepared at the end of the month in form C, will be headed *not payable at the treasury*, and will show the monthly total of each column with description (as in the abstract) of each unusual charge ; the numbers of the sub-vouchers will be entered against each item, at foot will be a memorandum of the number and date of every contingent abstract and the sub-vouchers included in each, and the amount charged in the bill must be agreed with the amount actually drawn from the treasury within the month. It will be signed by the head of the office and submitted to the controlling officer with all sub-vouchers for sums above Rs. 10, and a certificate in the following form for smaller ones :—

I certify that the expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided. I have satisfied myself that the charges entered in this bill have been really paid. Vouchers for all sums above Rs. 10 in amount are attached to the bill. I have, as far as possible, obtained vouchers for smaller sums, and am personally responsible that they have been so destroyed that they cannot be used again.

A district officer need not personally give the certificate required from a disbursing officer ; with the sanction of the Commissioner, or, in the Madras Presidency, of the Board of Revenue, he may delegate the duty to one of his gazetted subordinates.

By the word *destroyed* is meant that they have been actually destroyed by burning or otherwise, or mutilated at the discretion of the head of the office.

9. These orders touching use and defacement of vouchers are applicable to all monies disbursed by Government officers in their official capacity, even, to take an instance, from the Wards' Rate Fund.

10. On receipt of the detailed bill in the office of the countersigning officer, its figures will be transcribed in his register with similar description of the unusual

items, and the bill will then be reviewed by the countersigning officer with the sub-vouchers. Any disallowance, with the number of the sub-voucher, and explanation of the objection, will be noted at foot of the bill and in the remarks column of the register, and the amount shown in the register in the column affected will be corrected in red ink; explanation of the objection should be given on the reverse of the bill, if there is not room on the face. The countersigning officer will then take up register and bill together, enter in the former the date of admission under his initials, sign the bill, and despatch it to the account office with the large vouchers and the following certificate in lieu of the smaller ones :—

I certify that in support of every charge of more than Rs. 10 made in this bill, a receipt or other voucher has been given me and is now in my possession. The receipts and vouchers for items in excess of Rs. 100 are attached to the bill, and I am personally responsible that the receipts and vouchers for all other items of more than Rs. 10 are in proper form and order, and that they have been so cancelled that they cannot be again used to support claims against the Government.

11. After despatch of the bill, the countersigning officer should communicate any disallowance to the disbursing officer, and its amount should be without fail refunded by short drawal on the next abstract contingent bill for the same department; therein the gross amount of each sub-voucher would be entered, and below the total of the abstract would be entered "Deduct disallowed from bill of Rs. _____," and the receipt given would be for the next amount only. An item disallowed must without fail be recovered, and if after correspondence the countersigning officer withdraws his objection, the amount may be redrawn: after the total of the sub-vouchers in the next abstract would be entered "Add amount of disallowance from bill of _____ refunded by deduction from abstract No. _____ dated _____ and re-allowed as per _____" the receipt would be for the gross amount, and the items would be re-included in the next detailed contingent bill.

12. It is the duty of a countersigning officer to see that the charges made in a contingent bill are of obvious necessity and are at fair and reasonable rates; that previous sanction for any item requiring it is attached; that the vouchers are all revised and in order; and that the calculations of those which he detains are correct; and specially that the expenditure has not exceeded, and is not likely to exceed, the grant of the particular district under the head concerned. If expenditure be progressing too rapidly, he should communicate with the disbursing officer and insist on its being checked. It is no answer to say that the charges have been really incurred on account of another district, and (*Bill Rules 32*) cannot be recovered: if they were anticipated, provision has doubtless been made for them in the budget of the province, and the grant can be made available by transfer from the grant of the other district: if they were not anticipated, a case for extra grant may possibly be made out.

13. The batta and travelling allowances of establishments will not be recorded in the general contingent register or in the detailed contingent bill, and more than one bill may be submitted for one month from a single office: the countersigning officer may rule columns in the space provided for the name of the payee in a district office or may keep a separate register for such charges. All other camp charges, cart hire, tent repairs, &c., will be charged in the ordinary bill.

14. In the case of work being done by a Government factory, the officer in charge will prepare an invoice of the quantity and price of the work done, and forward it in triplicate to the officer served, who, on approving the invoice, will countersign all and return one copy to the supplying officer. Another copy he will file in his own office, and the third he will attach to his detailed contingent bill for the current month, noting the amount in the statement of account at foot in order to

work out the available balance of his grant, but not including it as a disbursement among the charges of his bill. Before despatching his monthly bill, the disbursing officer should post the amount of the work bill in his contingent register and include it in the forward total in order that he may agree that forward total with that shown in the statement of account on the contingent bills; in the register of the countersigning officer and the audit office the amount of such a bill shall in like manner be separately entered. Such invoices will never be retained by the countersigning officer.

15. The charges of two major heads may not be shewn in one register nor included in one bill, with the exception of such expenses as are shared in some fixed proportion between two branches of the same office whose bills are reviewed by the same authority, as, for instance, charges for purchase and repair of tents or for carriage of stationery to be used by the revenue and magisterial branches of a district office whose bills are submitted for the countersignature of a Commissioner. In such a case the joint grant may be entered in one register only for purposes of control, the account adjustment being left to the Accountant General. After the submission of each month's bill, the forward total of each column should be made in the disburser's register, and when the foot of the page is reached, it should be carried forward in ink to the top of the next. It will be observed that the totals to be made are those of amounts charged, out of those admitted by the countersigning officer; but when an amount disallowed by him on one detailed head is adjusted by a short charge on another abstract bill, the actual charge for each head may be worked out by entering the amount retrenched in black ink with a *minus* sign in the column of the retrenched head on the line of totals for the abstract in which the adjustment is made; the forward totals will thus be correct.

16. Thus there will be three registers of the same form in the offices of the disburser, the auditor, and the countersigner, respectively. In the first a single line will be given to each sub-voucher; in the second to each contingent abstract; in the third to each monthly bill, save that in the last two, each disbursement which is unusual or special will have an extra line. The third column of the form would be used in the district office for record of the numbers of sub-vouchers, but in the Accountant General's for those of contingent abstracts; in the countersigning office it would be blank. Again, for the columns to the right—that concerning detailed bill would show in the district office the date of its despatch, in the others the date of its receipt. The column for date of admission would in the countersigning office show the date of despatch of the countersigned bill, in the account office the date of final adjustment on the authority of that countersigned bill, while in the case of the district office, it would record the date of recovery of any disallowance or that of the countersigning officer's letter further passing a disallowed item not yet actually recovered; any disallowance would be recorded by each in the column of remarks on the same line with the figures affected.

DATE OF CHARGE.

17. All charges incurred must be paid at once, and under no circumstances may they be allowed to stand over to be paid from the grant of another year. If possible, expenditure may be postponed till the preparation of a new budget has given opportunity of making provision, and till the sanction of that budget has supplied means; but on no account may charges actually be incurred and thrown on the grant of another year. Such a course is obviously improper, and has repeatedly been strongly condemned by the Government of India.

18. Contingent charges are to be recorded as charges of the month in which they were actually disbursed from the treasury. If countersignature be not requir-

ed, or if it can be obtained in such time that the detailed bill could be presented for payment *before* the treasury closes on the last day of the month whose charges are included in the bill, the bill may be paid and detained as voucher without the use of any abstract bill; if part of the bill have been paid on an abstract, the balance may be paid on the detailed bill.

In this case the detail of contingent abstracts at foot would show as the amount of the last abstract the balance drawn on this bill.

19. If a contingent abstract, or a detailed contingent bill, headed as belonging to one month be presented for payment in the next, it should be returned for correction, as it must be treated in the accounts as a charge of the month in which the money is actually disbursed from the treasury.

20. If an officer has drawn part of his contingent expenses by means of abstract bills, and present the detailed bill (after countersignature, if countersignature be required) for payment of the balance (as provided in the concluding sentence of para 17), the balance can be paid on the detailed bill as voucher if it is presented *within* the month in which the abstracts were paid; if it is presented in the next month it should be returned, and the drawer instructed to draw a bill only for the amount actually disbursed in the preceding month, and to forward it to the controlling officer of his department for countersignature and transmission to Accountant General.

* * * * *

22. Travelling allowances should be charged not in the ordinary monthly contingent bill but in a separate one. At convenient intervals during an officer's tour, and, as a general rule, immediately on any return to the head-quarter station, a bill should be prepared for the travelling allowance of the clerks and others who have attended him; and their receipts, with stamps if necessary in any case, being taken on the bill, it should be cashed at the treasury and charged off in the list of payments. These vouchers only certify actual payment of certain allowances claimable by rule (for camp charges appear in the ordinary bill) and consequently need not be sent to the Commissioner, who will review and countersign a bill in the same form in which the details of these several bills for the month will be reproduced. If the Commissioner shall desire to retain such a bill for check of future ones, he may send to the Account Office, instead of the countersigned bill, intimation that he has "passed the travelling bill for office for the month of which included vouchers No. for Rs. having disallowed Rs. from vouchers No. for the reasons noted below."

* * * * *

24. A few general rulings on the subject of travelling allowance may be here recorded for ready reference.

(a)—Travelling allowances of officers and their establishments moving about their districts must be passed without reference to budget provision.

(b).—When a public officer on transfer from one station to another claims travelling allowance, he shall submit with his bill for the allowance a certificate signed by himself that he did not apply for the transfer, and that to the best of his knowledge and belief, it was not made for his private advantage, but on public grounds only.

(c).—Distances for travelling allowance are to be measured from the chief public office in a station or from some other point fixed by the local Government, and travelling allowance shall not be given to any public officer for a journey of not more than five miles from his head-quarters.

(d).—A junior civil servant who obtains a reward for proficiency in an oriental language is permitted to draw, in addition to the reward, travelling allowance at the usual rates for journeys exceeding five miles to and from the place of examination, or instead of this mileage allowance, he may, if in receipt of a fixed monthly district travelling allowance, draw the latter for the period of the leave granted to him before and after the examination. But military officers in civil employ who receive rewards on the superior scale authorized for military officers cannot draw travelling allowance.

25. Certain rulings touching contingent charges may also be noted.

(a).—No salary charges of any kind except for hot weather establishment may be charged as contingencies or included in contingent bills, not even pay of peons in hospital, though fixed allowances for country stationery should be so dealt with.

(b).—The pay of all establishments (other than hot weather establishments) which are entertained under sanction should be billed for separately, and should be passed in registers of the form provided for establishments, and care should be taken to prevent, by drawing lines across the cages of later months, admission by oversight of pay for a period not covered by the sanction received.

(c).—No charge should be made for copies of official publications supplied to another department, but none should be supplied without authority. Thus copies of the leave and pension codes, or of back numbers of a gazette or the public works code, cannot be charged for.

(d).—Hot weather establishment and fittings are a Government charge, subject to the control of the local Government.

(e).—Country scales are quite good enough for weighing letters.

(f).—Whenever the cost of an establishment is divided between two heads, the charge for service postage labels may be divided in the same proportion.

(g).—Vouchers for less than Rs. 100 may be destroyed after they have been preserved for three complete years.

(h).—No newspapers may be bought without Government sanction; no newspapers or other periodicals published in Europe or America can be obtained save through the agency of the Secretary of State.

(i).—No charge may be incurred which binds Government beyond a single payment.

(j).—No charge may be made for section-writing, *i. e.*, for copying manuscript by piece-work, without the previous sanction of the authority which could sanction employment of an establishment. The sanction shall specify the number of men, words to be copied per rupee, and the rate for tabular work. The sanction may be given to the expenditure of a specified maximum sum in a fixed period; and the bills must state the number of persons paid, and the amount of matter; no periodical allowance may be charged as section-writing. No person in receipt of a salary from Government can be paid for section-writing save with the special sanction of the local Government.

(k).—No European or American stores (excepting State presents in case of emergency) or books (except second-hand books) may be bought in the local market; supplies will be obtained from Europe through the Secretary of State. Full instructions are contained in Financial Circular No. 402, dated 23rd May 1871.

(l).—Liveries are supplied to messengers on the staff of the Viceroy or the Governors of Madras and Bombay at the charge of the household allowances. Those of the messengers of Lieutenant Governors and the Political Department are paid

for by the State according to existing arrangements. Also at the charge of the State they may be supplied to the messengers of a Chief Commissioner, Agent to the Governor General, a Government Secretariat, High and Chief Court or Judicial Commissioner, Board of Revenue or Financial Commissioner (with whom for this purpose are ranked the Commissioners of Revenue and Police in the Bombay Presidency), and also to any establishment located on public grounds at a hill station; to all these they may be supplied every other year (though in case of much wear and tear through travelling, the local Government may grant them not oftener than once a year) at a charge of not more than Rs. 20 a head, except for jemadars and such petty officers for whom the limit is Rs. 40. But badges and belts may still be issued to all peons.

FORM B.

(Para 6.) To be printed on open royal.

REGISTER OF CONTINGENT CHARGES OF THE DEPARTMENT OF THE DISTRICT, 1873-74.

Left hand page.

Date.	To whom paid.	Sub-voucher { Contingent abstract. No. of	Detailed heads of Budget.									
			Sub-divisions of detailed heads as may be convenient, If the grant be not ordinarily allowed among the subdivisions of a detailed head, they should be linked by a brace and the amount placed below. Each of these spaces represents a money column.									
	Budget grant for each head,											

Right hand page.

Detailed Heads.			Unusual charges.		Total of each contingent abstract.	Total of each month's bill.	Date of detailed bill.	Date of admission with initials.	REMARKS.
Sub-division of detailed heads.			Description.	Amount.					

FORM C.

(Para 8.) To be printed on foolscap.

NOT PAYABLE AT THE TREASURY.

Government of Head of Service.	Bill for contingent charges of	Month 187 . Nos. of Vouchers
Nos. of Sub-vouchers.	Description of charge, and date of authority— (where special sanction is necessary.)	Amount.
	<i>The abstract contingent bill will contain the same detail of sub-vouchers and description of charge. The heading will state instead of the above, the fact that a detailed bill is to be sent for countersignature on a named date. The memorandum at foot of this form also will be omitted.</i>	
	TOTAL ...	

Name } of disbursing officer	Date	Drawn on abstract bill No.	dated	Rs.
Office }		Ditto		"
Allotment of 187	... Rs.	Ditto		"
Expenditure including this bill	"	Ditto		"
Amount of work bills annexed	"	Add amount of disallowance refunded		
Balance available	... Rs.	Total of contingent bill	...	

Passed for Rs.

Disallowed from sub-vouchers No. Rs.

Name } of countersigning officer
Office }
Date

Ditto
Ditto

CIRCULAR No. 351.

COIN.

Comptroller General's Circular No 18, dated the 18th August 1874.

1. Under the Indian Coinage Act XXIII of 1870, the following coins may be issued :—

(a) GOLD.—Gold Mohur (or fifteen-rupee piece) weighing 180 grains ; and also a thirty-rupee, a ten-rupee, and a five-rupee piece.
Not legal tender.

(b) SILVER.—Rupee piece weighing 180 grains, half rupee (or 8 annas), quarter (or 4 annas), eighth (or 2-anna piece).
The rupee and half rupee pieces are legal tender to any amount, the other pieces only for fractions of rupees.

(c) COPPER.—Double pice (or half anna) weighing 200 grains ; single pice, half pice, and pie (or one-third pice).

Legal tender only for fractions of a rupee.

Silver coined under XVII of 1835 and later Acts, copper coined under XXI of 1835 and later Acts, and declared by those Acts to be a legal tender, are still a legal tender under the new Coinage Act and no others : they were of the same denominations as those under the present Act.

2. Although gold coins are not legal tender, the above-named will be taken at all treasuries in payments to Government, provided that they have not lost above one part in five hundred of their weight ; so will also sovereigns and half sovereigns

(of the Royal Mints of England and Australia) at a rate of Rs. 10-4-0 and Rs. 5-2-0 respectively, provided they do not weigh less than $122\frac{3}{4}$ and $61\frac{1}{2}$ grains respectively.

Brass minimum weights for these several gold coins, and also for rupee and half rupee pieces, can be obtained through the local Accountant General.

2. Copper and small silver coin will be received in payments to Government to any amount, and should also be issued freely to persons wishing for either, either in payment of claims against Government, or in exchange for rupees or for currency notes which the treasury is cashing. There should be no objection to issuing such coins so long as there are any in stock, and a further supply should be asked for as soon as it is required.

4. Care is also to be taken to keep sub-treasuries supplied with small silver and copper to meet the local demand, to let it be openly known that all small coins are so obtainable both at the district and sub-treasuries without obstacle and without charge for exchange, and to secure that they really are so obtainable; the order that copper should only be issued when applied for in parcels of the value of 5 rupees has been cancelled. On the reverse of the monthly cash balance report, note is to be made of the amount of copper received during the month into each treasury, and also of the amount issued from each treasury and sub-treasury in exchange for silver.

The consolidated cash balance report will not separate the transactions of the head from those of the sub-treasuries.

5. Section 13 of the Act lays down the conditions of currency of silver coin. The rupee and half rupee are legal tender, provided that the coin has not (1) lost more than two per cent. in weight, or (2) been clipped or filed, or defaced or diminished otherwise than by use. The smaller silver coins (4-anna and 2-anna pieces) are current, subject only to the *second* proviso. Defaced coin should be returned to the person tendering it; but a coin may be defaced by accident, and should, as a rule, be received if of full weight (*i. e.*, if it have not lost more than two per cent.) Any coin to which a piece of solder has been attached, should be rejected as defaced.

6. Under Financial Notification No. 3299 of 4th October 1872 (published at page 911 of *Gazette of India*), every officer in charge of a Government treasury; every Commissioner, Deputy or Assistant Commissioner, of the Department of Issue of the Government Paper Currency; and, but in respect only of coin received by him on behalf of Government, the Secretary and Treasurer of each of the Banks of Bengal, Madras, and Bombay, and every Agent in charge of a branch of any of the said Banks; is authorized to cut or break coin as described in Section 16 of the Indian Coinage Act of 1870: the rules are here reprinted.

Tehsildars and other officers in charge of sub-treasuries must simply refuse to receive light and counterfeit coins.

"1. When any silver coin, purporting to be coined and issued under the authority of the Government of India, is tendered to any of the officers authorized by this Notification to act under Section 16 of the Indian Coinage Act, 1870, who has reason to believe it to be counterfeit, or to have been reduced in weight otherwise than by reasonable wearing, he shall cut and break such coin, and under Section 16 of the said Act, return the pieces to the person tendering the coin.

"2. When any rupee or half-rupee, purporting to be coined and issued under the authority of the Government of India, is tendered to any such officer who has reason to believe it to have lost by reasonable wearing more than two per cent in weight, he shall cut or break such coin, and, at the option of the person tendering the coin, return to him the pieces, or retain them and pay to him their value at the rate of one rupee for one hundred and eighty grains troy weight.

"3. A quarter rupee or an eighth of a rupee tendered to such an officer must, under Section 13 of the Act, be accepted as legal tender for a fraction of a rupee, even though it have lost by reasonable wearing more than two per cent. in weight.

"4. If, by reason of the obliteration of the device upon it, or for any other cause, any quarter rupee or eighth of a rupee that shall come into the possession of such an officer shall appear to him to be unfit for further circulation, it shall not be cut or broken, but shall, whatever be its weight, be withdrawn from circulation and dealt with in the manner prescribed in Rule 5. But quarter rupees and eighths of a rupee shall not be withdrawn from circulation, if they appear to be otherwise fit to circulate, only because they have lost by reasonable wearing more than two per cent. in weight.

"5. The pieces of coin cut or broken and paid for under Rule 2, and the coin withdrawn from circulation under Rule 4, shall be sent by the first convenient opportunity to the Master of the Mint at Bombay or Calcutta. Meanwhile the actual sum paid for the cut or broken pieces and the nominal value of the coin withdrawn shall be entered in the statement of the cash balance of the officer who has received them as 'uncurrent coin.' Upon their receipt at the Mint, the Master of the Mint shall give credit for them at the same values, and any loss incurred in their re-coinage shall be a charge of the Mint."

The broken coin shall not be sent to the Mint till a sum of Rs. 20 has accumulated.

7. Good silver coins of full weight are sometimes unfit for circulation by reason of defects in mintage; they may be split, scaled, bear the impress of one die only, or ring badly. Such coins should not be issued, but should be held apart as uncurrent and returned to the Mint at the first opportunity. They should not, however, be cut, as credit will be given for the value by tale; whereas rupees withdrawn and cut on account of reduction by ordinary wear are taken over at Re. 1 a tola. But any coins (whether rupees, half, quarter, or one-eighth rupees) rejected on account of being reduced in weight otherwise than by fair wear could be taken over by the Mint only as bullion, i. e., at Re. 1 a tola, less the charge for seignorage.

8. Any counterfeit coins found in any remittance should be broken and returned to the remitter, though, in the case of a remittance unaccompanied by a potdar, the Bank might agree to realise the value of the metal and credit the remitting treasury.

9. Counterfeit coins should, after being broken, be sent to the Mint at Calcutta or Bombay, whenever it can be done with the consent of the tenderers. Each coin should be put in a separate wrapper bearing the name of the treasury, a mark and date, whereby it may be traced with certainty in the event of any correspondence.

10. Coin of British mintage is alone received in treasuries. It may, however, be well to record the old rule that troops returning from a campaign where they had been paid in foreign money were allowed to exchange it at the treasury nearest the frontier (or at the next on a certificate that the frontier treasury had not sufficient funds) at the rate of exchange at which it may have been issued to the troops; the officer commanding the troops, or detachment, certified the rate, and also the fact that the coins had been issued in part of pay. Such coins were held apart for ultimate disposal, and any loss was charged off under support of the commanding officer's certificate above referred to.

11. Uncurrent coins may chance to be paid into a treasury as part of a deposit eventually to be made over to a third party; the disbursement will be of the same

coins, and so it matters not whether, for purposes of account, the market rate, the assay rate, or a purely arbitrary value, be assigned to such currency.

The only other case of their receipt would be that of uncurrent gold coins paid in as part of an exceptional present to Government at a local durbār; credit should be given at what is believed to be the assay value.

12. Officers in charge of Government treasuries, and the Presidency Banks wherever they act as bankers for the Government, will freely receive all copper coins, however greatly worn, which bears any trace of Government mintage, but will take effective steps to prevent the payment to the public of any copper coin which has not previously been examined in detail, and found fit for re-issue. The Currency Department too, which already issues good copper coin in exchange for silver, will similarly give picked in exchange for worn coins.

13. Uncurrent copper coins lying in a treasury in the interior should, under instructions from the local Accountant General, be cut in half and sold as old copper, either on the spot or in some other market, if, after allowing for the cost of carriage, a better price can be obtained there. The coin must be broken in the presence of a responsible officer, and the treasury officer must certify that he has personally ascertained that the coin has been so cut and defaced that it cannot circulate again as money.

14. The nominal value of the uncurrent coin so destroyed should be charged off distinctly in the List of Payments as "loss by sale of uncurrent copper coin;" the certificate of the treasury officer above referred to must be sent as a voucher in support of the charge, in order that it may be adjusted by the Accountant General against the Government of India under Mint. The gross realizations on account of the sale should also be distinctly shown as sale proceeds of broken copper coin; the cost of breaking up the coin should be charged on a separate bill.

* * * * *

RETURNS.

17. "Immediately after submission of the detailed cash balance report for 30th November, an indent for the small silver and copper coin required for use in the coming year should be submitted in the form annexed. It opens with the balances in hand on 1st December in the preceding year, and closes with those on hand at the time; both these lines can be verified from the cash balance reports, and the accuracy of the statements prepared to supply the intervening lines will be tested by their working out the actual balance. Should the indent be, under any head, very different from the want indicated by the experience of the year, some words of explanation should be given. The indent should reach the Accountant General's Office by 10th December, as his provincial indent due in Calcutta on 1st January of the new year. The meaning of such indents should, however, be clearly understood; they are submitted to guide Government in its orders for the working of the Mints in the new year, but are not treated as requisitions for the coin; special application should be made whenever the stock seems to require replenishment.

18. As early as possible in January of each year should be submitted a report on the working (during the past calendar year) of the rules reprinted in paragraph 6. This report will show the number of coins of each denomination, cut and broken, because they were believed to—

- (a) have lost by reasonable wearing more than two per cent. in weight;
- (b) be counterfeit;
- (c) have been reduced in weight otherwise than by reasonable wearing.

Any necessary remarks should of course be appended.

* * * * *

Statement of Copper and small Silver Coin, showing the actual results of 1874, and probable requirements of 1875.

PARTICULARS.	SMALL SILVER.			COPPER.				REMARKS.
	Eight-anna pieces.	Four-anna pieces.	Two-anna pieces.	Double piece.	Single piece.	Half piece.	Pie. pieces.	
Balance on 1st December 1874 ...	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
Received { Local Receipts ...	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
in 1874 { From other Treasuries	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
Total Receipts ...	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
Expended { Local Disbursements	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
in 1871 { Sent to other Treasuries	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
Total Disbursements ...	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
Balance on 1st December 1874	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	
Additional supply required for 1875	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	00 0 0	

TREASURY, }
The 2nd December 1874. }

Collector.
Deputy Commissioner.

CIRCULAR No. 352.

AMENDMENT IN BILL RULES OF 1867.

Comptroller General's Circular No. 19 dated 15th September 1874.

I have the honor to communicate for your information and guidance the following correction which has been made in paragraph 169 of the Bill Rules of 1867 :—

For—

Read—

For the refund of the deposit, the Executive Officer will write on the back of the receipt an order for the refund of the amount and deliver it to the Depositor, who will himself realize the amount from the Civil Treasury, the adjustment being effected in the Military Disbursing Officer's Account Current according to the rules prescribed in that Department.

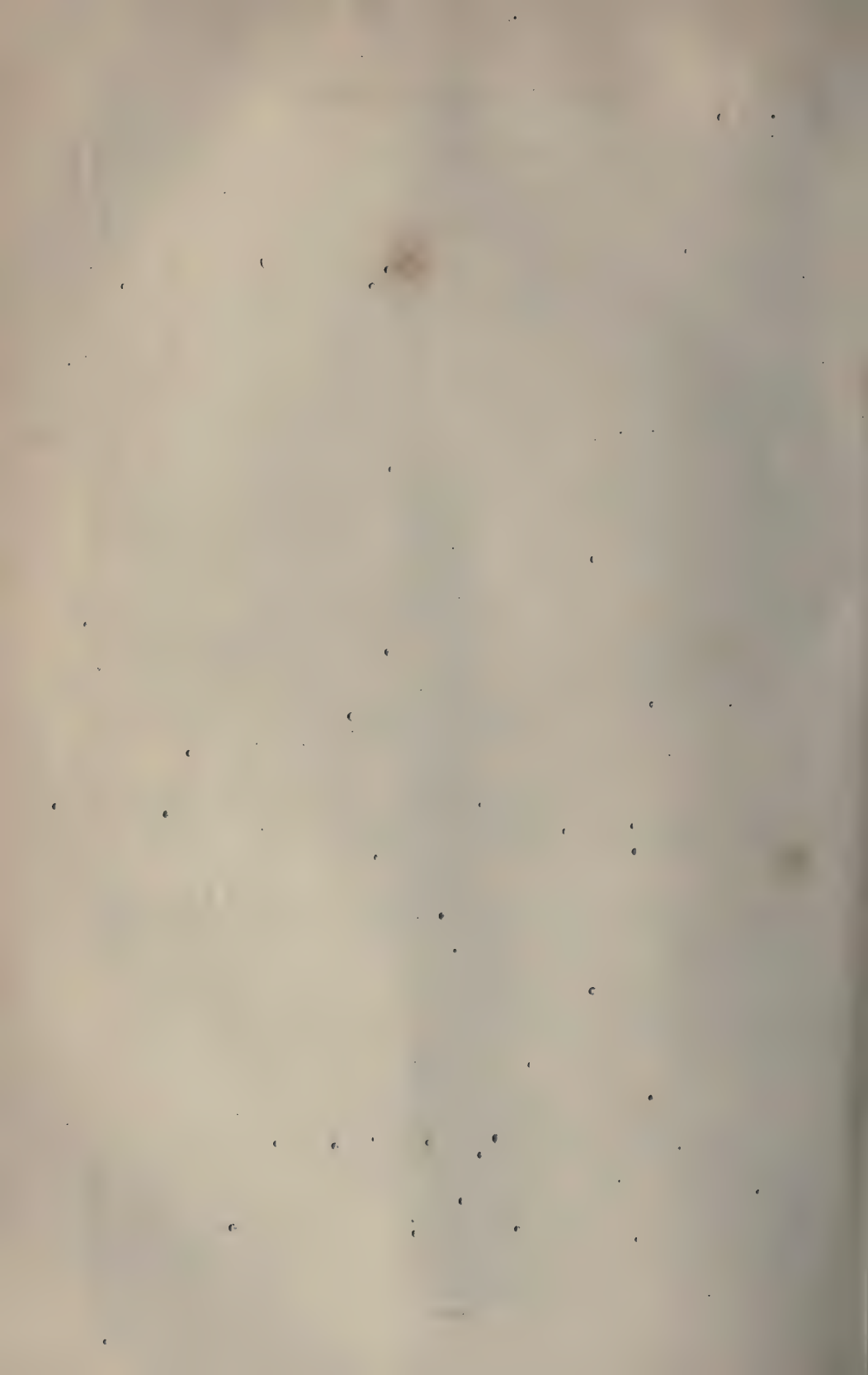
All repayments of Cash Deposits must be made by cheque regularly drawn by Executive Officers on the office assignment.

CIRCULAR No. 353.

SYLHET ADDED TO ASSAM TREASURIES.

Comptroller General's Circular No. 20, dated 26th September 1874.

The district of Sylhet having been transferred from the administration of the Lieutenant-Governor of Bengal to that of the Chief Commissioner of Assam, the list of treasuries in Bengal and Assam appended to my Circular No. 11, dated 24th March 1874, should be corrected accordingly. The instructions contained in that Circular should be followed in respect to bill transactions with the district of Sylhet with retrospective effect from 1st April 1874.



No. 16464.

Dated 13th October 1874.

TO

ALL DEPUTY COMMISSIONERS AND HEADS OF DEPARTMENTS.

This Office Circular No. 347 dated 7th ultimo has been cancelled, and a revised one will shortly issue.

CIRCULAR No. 354.

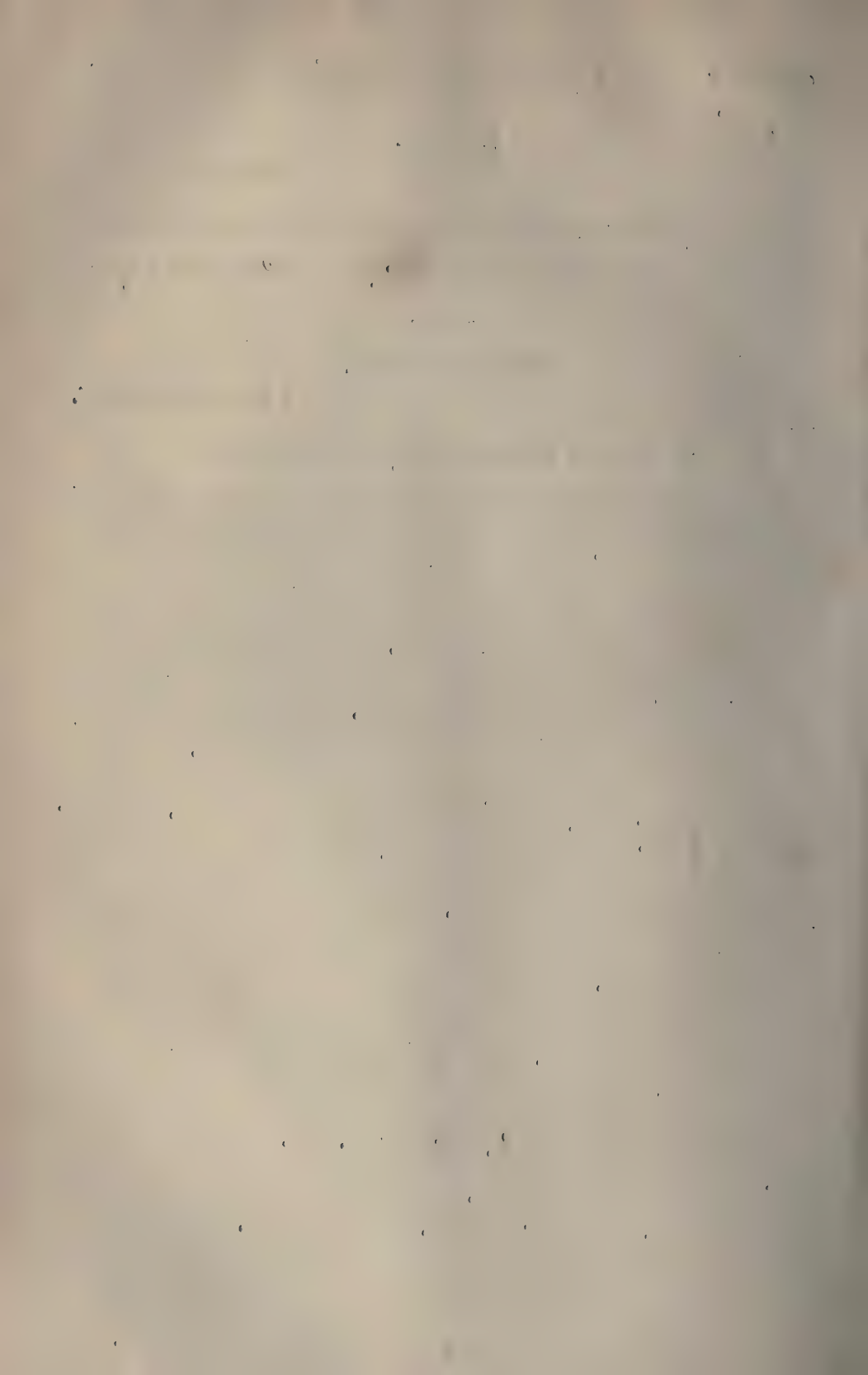
Dated 26th October 1874.

TO

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to intimate that under the Pension Code all applications for pensions or gratuities to non-gazetted officers should be accompanied by the Service Book of the applicant, except for the officers mentioned in the margin.

This Service Book should be written up from the commencement of the applicant's service, provided he entered the service after the 10th January 1872; and in respect to persons in service on that date, it will be necessary to enter the past particulars of employment, so far as they relate to the establishments in which they were then serving; but not of previous service on other establishments. The entries should be attested, as far as possible, by the officer under whom he has served; any inability to obtain such attestation being in every case explained.



MEMO 18,006.

Dated 11th November 1874.

Please paste the accompanying corrigendum over objection No. 17 of Circular No. 321 dated 14th March last.

17. *Contingencies.*—State date of submission of Bill to Controlling Officer, and bear in mind that this information is always needed, and should be obtained in anticipation from the officers concerned.

CIRCULAR No. 355.

Dated 14th November 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

At the request of the Controller of Military Accounts, Madras, I have the honor to request that you will decline to issue drafts in favor of the Circle Pay Master, Madras, if applied for by Military Officers.

CIRCULAR No. 356 OF 1874.

Dated 17th December 1874.

To

ALL DEPUTY COMMISSIONERS IN THE PANJAB.

I have the honor to forward herewith, for the use of such of your Sub-Treasuries as may most need them, two more copies of Comptroller General's letter No. 533 dated 3rd August last, relative to the various concessions which have been made to render the Paper Currency more convertible and more popular, spare copies of which were forwarded to you in August last without a Circular number having been assigned by this Office.

Comptroller General's No. 533, dated 3rd August 1874.

From replies which have lately come to hand from various parts of India, it appears to be advisable to put before District Treasury Officers, in a concise form, the various concessions which have been granted by the Government of India, in order to make the Paper Currency more generally convertible and so more popular.

2. They are—

- (1.) That the notes of a Paper Currency Circle should be cashed at every Treasury (district or sub-divisional) within the Circle up to the available means of the Treasury, *i. e.*, to whatever extent they can be cashed without embarrassing the Treasury.
- (2.) That notes of all Presidencies and Circles should be received at every Treasury (district or sub-divisional) in payment of Government demands, and should be cashed at every Treasury (district or sub-divisional), for the convenience of travellers.
- (3.) That notes which in this way or otherwise reach a Government Treasury should be freely issued in exchange for coin or in discharge of Government obligations.

3. It has frequently been represented that difficulties have been thrown in the way of persons desirous of obtaining cash for notes at Treasuries, and even that commission has been demanded for the accommodation. To prevent any possibility of such complaints in future, a form of notice in English and the Vernacular should be hung in some conspicuous place, so that all may see whether the accommodation is available.

4. To remove all possibility of complaint on the part of Officers in charge of Sub-divisional Treasuries of the risk incurred in cashing notes to the public, it is suggested that each sub-ordinate Treasury be provided with a new home Circle note of each denomination with which to compare all notes presented for encashment. These notes would of course form part of the Officer's cash balance, but they should not be considered as available for issue to the public or for remittance to the Sudder Treasury.

5. Treasury Officers should be reminded that, although it is the rule and is desirable to register the name of the person from whom a note of 50 rupees or upwards is received, or to whom it is paid, yet that the rule should be complied with only when the name of the presenter or receiver is known or is voluntarily given. The Government of India has directed that Treasury Officers must not demand such information, nor put any questions to parties tendering or receiving notes.

6. In the Resolution of the Government of India on the operations of the Paper Currency Department during the year 1871-72, the President in Council noticed "with satisfaction" the remarkable increase of note transactions at Government Treasuries in the interior during that year. It should, however, be remarked that, though considerable progress was made in that year's transactions as a whole, yet that little has been done as yet in this direction out of Lower Bengal and Madras, and that, therefore, great opportunities are still open to Treasury Officers in the North-Western Provinces, Oudh, Panjab, Bombay, Central Provinces, and British Burmah to meet the wishes of Government.

7. By the latest published figures the increase during the last four years has been—

At Treasuries under Government of India ... 2 lakhs.

"	"	in Lower Bengal	412	"
"	"	" N. W. Provinces	73	"
"	"	" Oudh	14	"
"	"	" Panjab	22	"
"	"	" Madras	153	"
"	"	" Central Provinces	24	"
"	"	" British Burma	9	"

At Treasuries in Bombay a decrease of 87 lakhs.

CIRCULAR No. 357.

PETTY ALTERATIONS IN BILL RULES.

TO DEPUTY COMMISSIONERS.

Comptroller General's Circular No. 21 dated 3rd December 1874.

I have the honor to advise you, in continuation of my Circular No. 17, of the undermentioned petty changes in the Bill Rules of 1873, and to enclose spare slips to be engrafted in the original copy of the rules in use in your office.

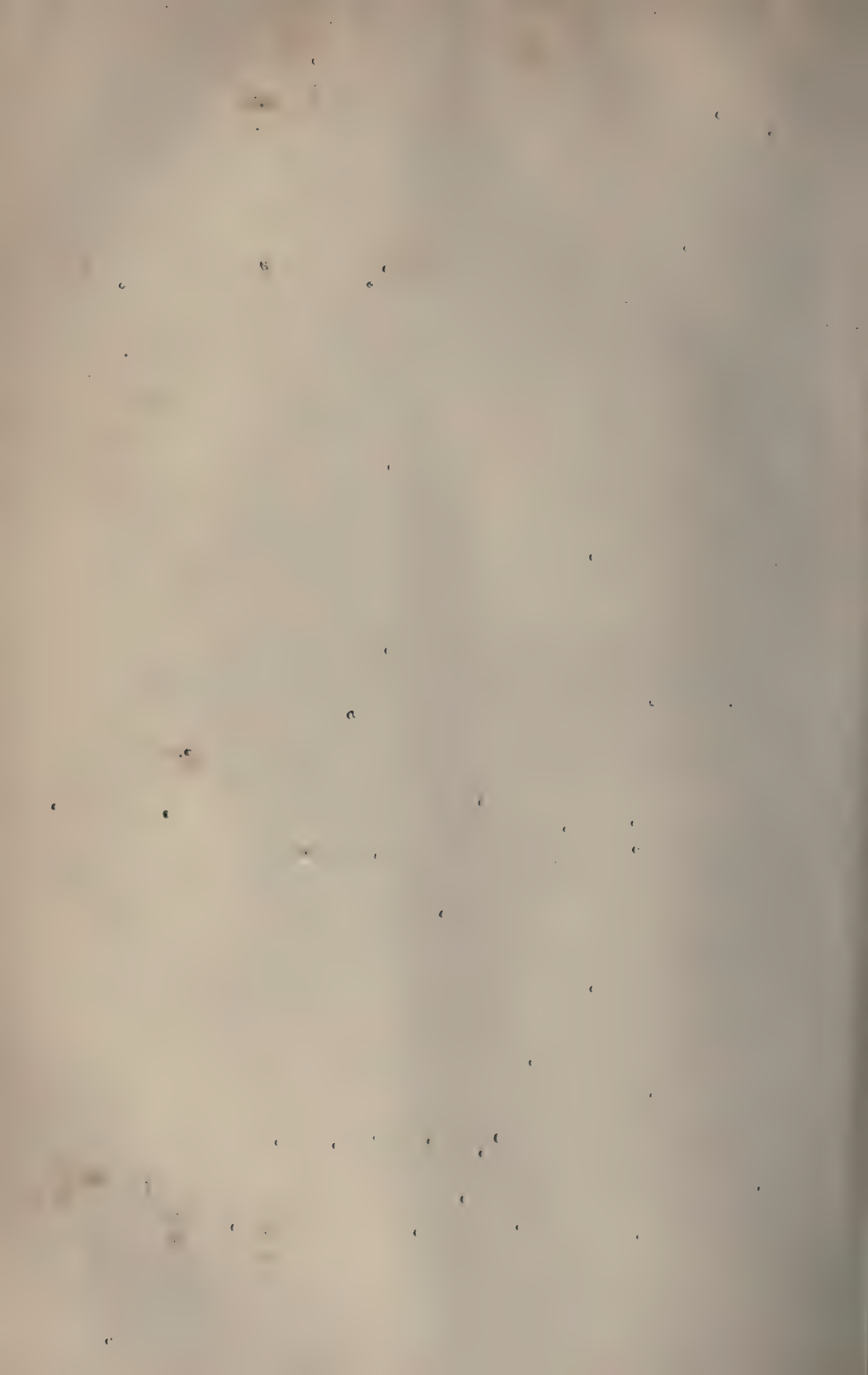
To follow Para 33.

Local cesses on land to be paid in another district may be remitted, in the same way as land revenue; but ordinarily *one* receipt only, for all cesses and all land revenue together payable on all his lands, will be granted to one remitter on account of each periodical instalment.

To follow para 34.

The privilege remittances of military officers are limited to the pay and allowances of regimental officers of their rank, with the single exception of officers on the head-quarters' staff of the army who may remit to the extent of their monthly pay and allowances including staff salary.

REGISTRATION CIRCULAR ORDERS,
1874.



REGISTRATION DEPARTMENTAL ORDERS.

CIRCULAR No. 1.

TO ALL REGISTRARS, PANJAB.

Dated 3rd February 1874.

Has the honor to forward	Forms of Registration Returns as per margin, for
Form No. I.	the year 1873-74, and to request that they may
" " II.	be filled in and submitted to this office, together
" " III.	with the Annual Report, not later than the 1st
" " IV.	May next.
Form No. V.	
" " VI.	
" " VIII.	
" " IX.	

2. With regard to the figures for 1872-73, which will again be given in these returns for the purposes of comparison, requests that it be ascertained whether they correspond or not with the statements furnished last year. If any discrepancies are discovered, they should be explained by means of a memo, which should accompany the returns. The results for 1873-74 should be carefully checked with the Monthly Statements furnished during the year, and all differences should be explained as above directed.

Attention is also directed to the foot-notes in the Forms, as they show how the returns should correspond with one another.

3. The instructions contained in Circular Memo. No. 3 of 28th February 1872, respecting the figures relating to one period being shown in black and the other in red ink, should be observed in the returns submitted to this office as heretofore.

4. The causes of any marked increase or decrease in registration should be shown in the report now called for, as also the several particulars required in the Registrar's Report—*vide* Circulars No. 4 of 7th March 1870, and No. 1 of 27th February 1872. Sub-Registrars, in forwarding their Annual Statements, should in no instance omit to explain what the causes were which in any way affected registration during the year.

5. The number of offices inspected and reported to this office should be distinctly shown by each Registrar.

CIRCULAR No. 2.

TO ALL REGISTERING OFFICERS, PANJAB.

Dated 3rd February 1874.

Forwards, for information and guidance, Resolution No. 125 of the 9th ultimo, by the Government of India, Financial Department, directing that fees on documents, presented for registration shall not be retained in the personal custody of any public officer longer than may be absolutely necessary, but shall be dealt with in the same way as other public money and be paid at once into the nearest Treasury.

2. This course has already been laid down by the Panjab Government, in a Notification which was forwarded to Registering Officers with my Circular No. 5 of the 20th February 1869, and as it is believed now followed in all places where there is a Treasury.

3. The necessity for a refund of fees so rarely arises that the advances referred to in the Resolution now forwarded may be dispensed with.

Resolution by Government of India, Financial Department, No. 125, dated Fort William, the 9th January 1874.

Read the following papers regarding the mode in which fees on documents awaiting registration are dealt with:—

From Home Department, No. 3147 dated 11th October 1873.

From Home Department, No. 3688 dated 10th December 1873.

RESOLUTION—Section 78 of the Registration Act VIII of 1871 declares that all fees for the registration of documents under the Act are payable on the presentation of such documents. It further appears that the procedure followed in the various Local Governments and Administrations in dealing with the fees so received is not uniform, and that in most provinces it is in contravention of the rules of Account and Audit, inasmuch as the fees are not brought daily to account in the public accounts, but are kept for some time in the personal custody of the Registering officers, who occasionally allow refunds of fees out of the money thus retained by them.

2. With a view to putting a stop to this irregular procedure, His Excellency the Governor General in Council is pleased to rule—

1st.—That fees on documents presented for registration shall not be retained in the personal custody of any public officer longer than may be absolutely necessary, but shall be dealt with in the same way as other public money, and be paid at once into the nearest Treasury.

2nd.—That, in order to provide for refunds being made without unnecessary delay, the Local Governments, when a recommendation to that effect is made by the Inspector General of Registration, or officer exercising the powers of an Inspector General of Registration, or may allow to each Registering officer a permanent advance of not more than Rs. 20, from which refunds may be made at once; bills in detail for the amount being afterwards submitted in the usual way.

CIRCULAR No. 3.

Dated Lahore, the 27th July 1874.

Copy of the following forwarded for the information and guidance of all Registering Officers.

No. 51—1906.

Extract from the Proceedings of the Government of India, in the Home Department, (Public), under date Fort William, the 10th July 1874.

READ a letter from the Bombay Government, No. 873—28 R dated 17th February last, referring to that Government's Resolution of the same date upon the Registration Report for 1872-73, and soliciting a decision as to the interpretation to be put on Clause 7 of Section 18 when read with Clauses 2 and 3, Section 17 of Act VIII of 1871 (The Registration Act).

RESOLUTION.

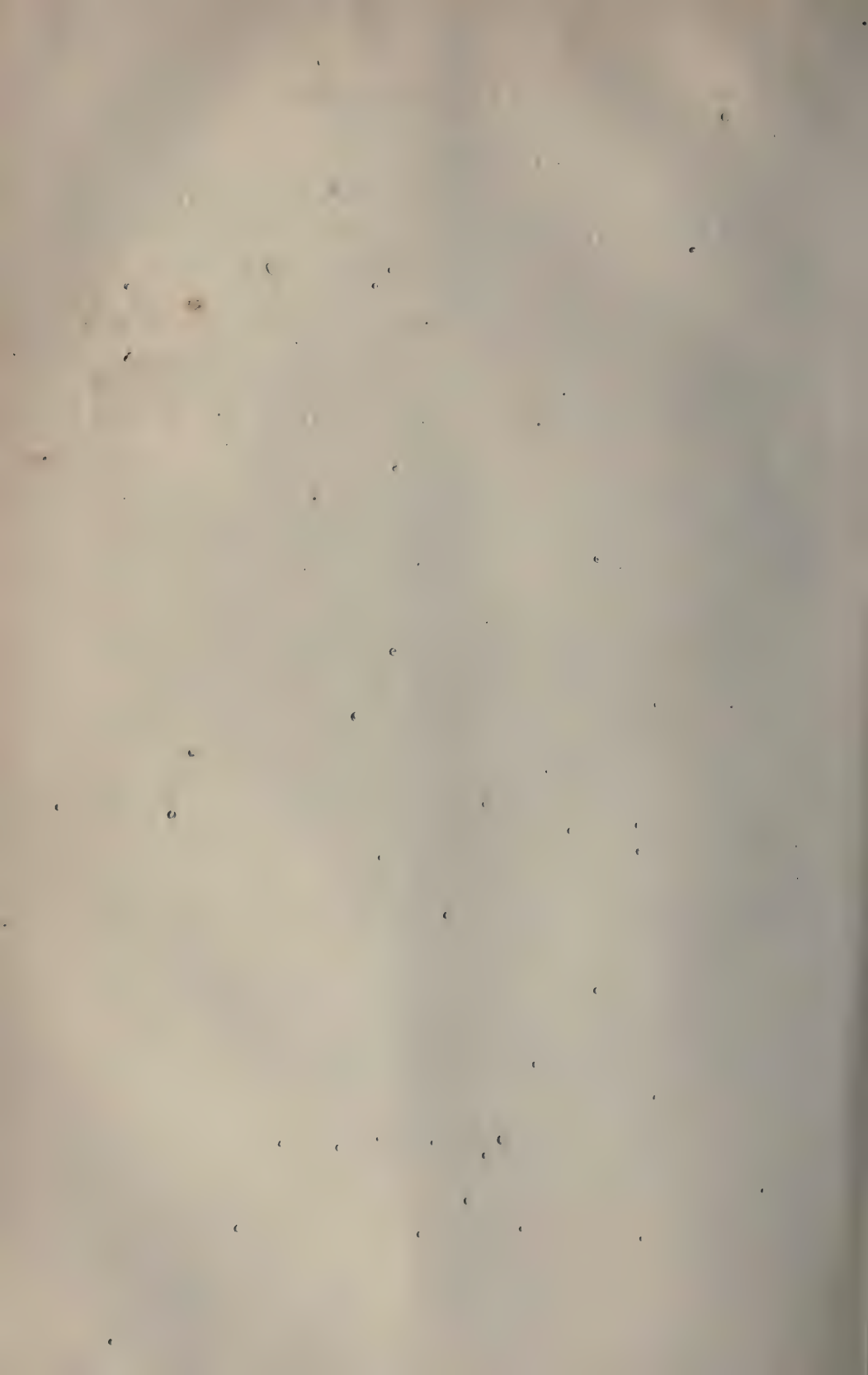
The question is whether, with reference to documents affecting immovable property of the value of Rs. 100 and upwards, there is any conflict between the provisions of Clause 7, Section 18 of the Registration Act and between those of Clauses 2 and 3 of Section 17 of the same Act. The Government of India hold that there is no such conflict, and that the question whether a particular document falls under the provisions of Section 18 or under those of Section 17 can be ascertained by the application in each case of the following rules :—

- (a). Whenever a question arises as to whether the registration of a particular document mentioned in Section 18 (other than a decree or order of Court), which relates to immovable property of the value of Rs. 100 and upwards, is compulsory or optional, it must be solved by construing such document, and ascertaining by means of such construction whether it is an instrument described either in Clause 2 or Clause 3 of Section 17 of the Act, and if it be an instrument answering the description contained in either of the last-mentioned clauses, its registration will be compulsory. The provisions of Clause 7, Section 18, are only applicable to documents relating to immovable property of the value of Rs. 100 and upwards which do not come within the scope of Clauses 2 and 3 of Section 17.
- (b). A document merely creating a right to obtain another document, which will when executed, create, assign, limit or extinguish any right, title, or interest to or in immovable property of the value of Rs. 100 and upwards does not fall within Section 17.

The following (amongst other instances) come within rule (b) :—

- (1). A contract for the sale of immovable property of the value of Rs. 100 and upwards.
- (2). An agreement to give a mortgage of immovable property of the value of Rs. 100 and upwards, following upon a previous deposit of title deeds, creating an equitable mortgage of the same property.
- (3). An agreement to deposit, within a specified time, title deeds as security for a loan, and to execute a formal document to carry out the mortgage intended to be created.

2. It has been ascertained that the above rules represent the intentions of the framers of the law. The second rule is, moreover, in conformity with decisions already given by the High Court of Calcutta. The officers of the Registration Department should accordingly be instructed to take for their guidance the rules above laid down.



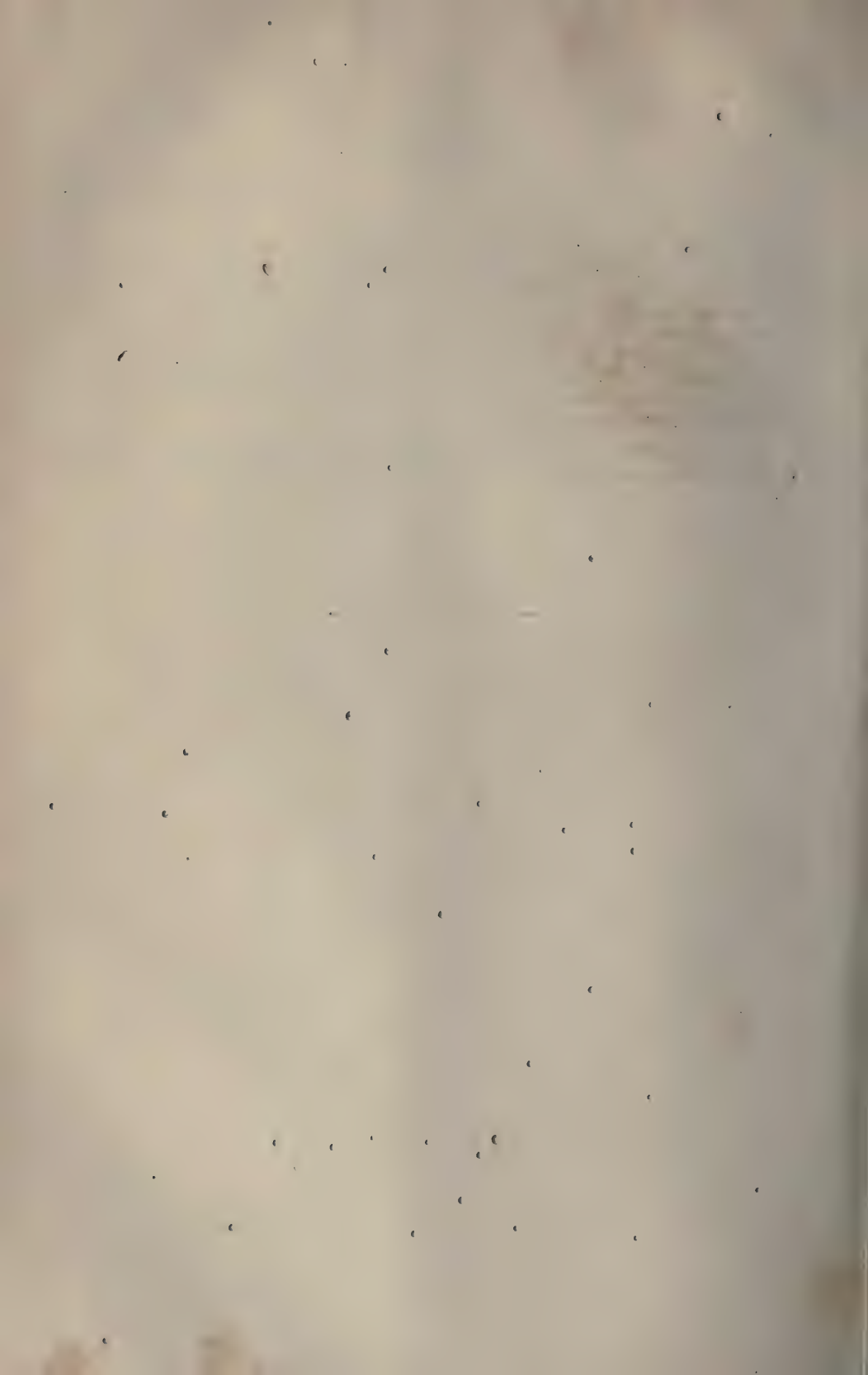
CIRCULAR No. 4.

Dated 21st December 1874.

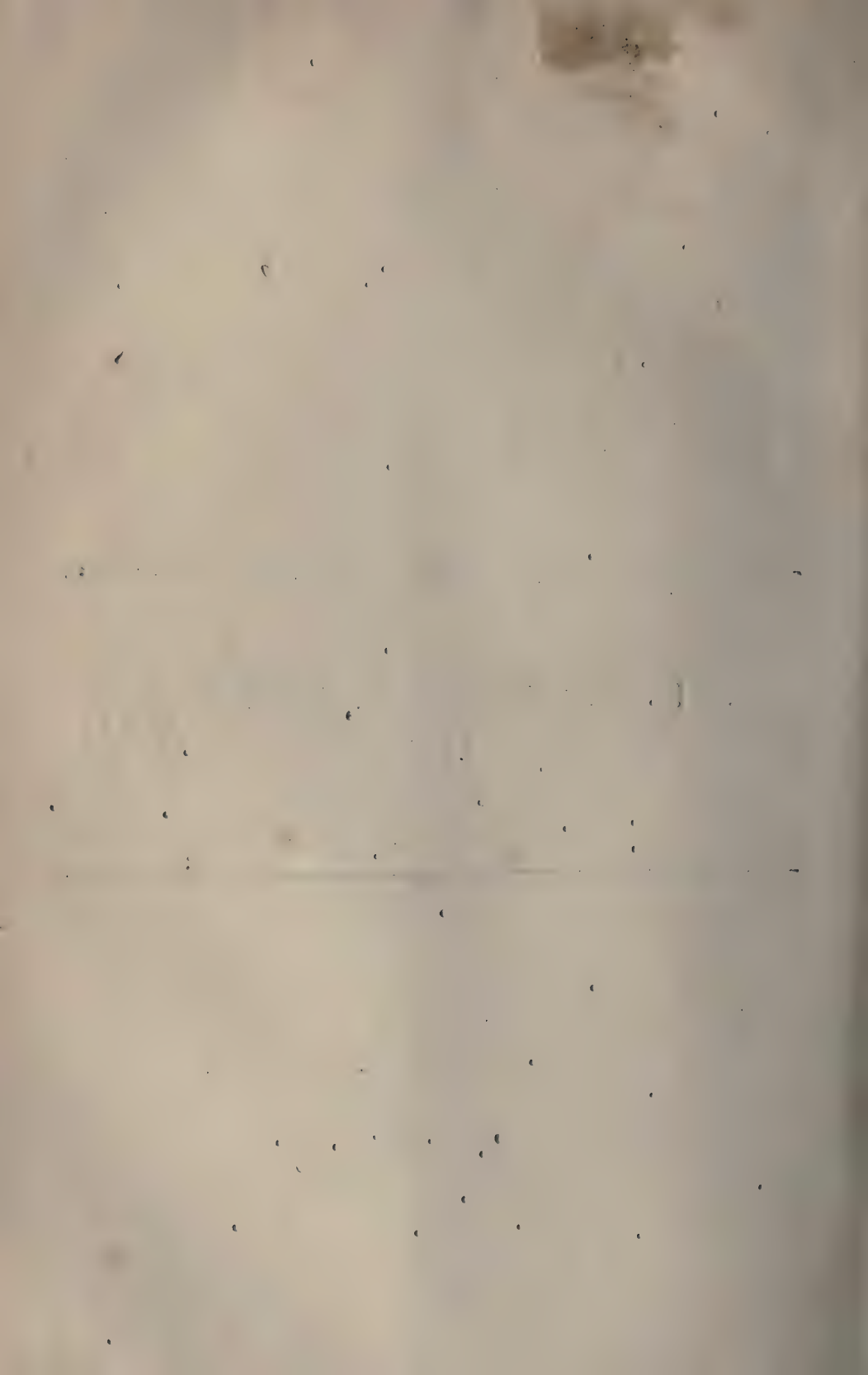
TO ALL REGISTRARS, PUNJAB.

Intimates that on a reference by the Deputy Commissioner of Ambala it has been ruled by the Punjab Government that the intention of its Resolution No. 307 of 19th January last was that all Tahsildars shall draw the allowance of 10 per cent on their salaries whether they may be actually performing Registration duties at the time or no. According to this ruling all those Tahsildars at the head quarters of districts and at out-posts where an Assistant or Extra Assistant Commissioner is the Sub-Registrar, are now to receive the allowance with effect from the 1st of April last, minus any sums they may have drawn as percentage on Registration Fees during the intervening period.

2. The allowance to these Tahsildars is to be drawn in the monthly Registration Bills in the same way as that to Tahsildars performing Registration duties.



STAMP CIRCULAR, ORDERS,
1874.



STAMP DEPARTMENTAL ORDERS.

CIRCULAR NO. 1.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

Dated 3rd February 1874.

With reference to the annexed copy of correspondence, requests to be favored at an early date, with information of the procedure followed in the Courts of his district in regard to the levying of stamp duty on copies of depositions and documents which form part of the evidence in cases.

No. 645 dated 23th January 1874, from Secretary to Financial Commissioner, Panjab, to Superintendent of Stamps, Panjab.

I am desired to forward copy of a letter No. 76 dated 16th current, and enclosure from Government Panjab, and to request you will be good enough to furnish the required report in regard to the existing procedure in the Panjab for levying of stamp duty on copies of depositions and documents which form part of the evidence in cases.

No. 4026 dated 5th January 1874, from Under-Secretary to the Government of India, Financial Department, to Secretary to Government, Panjab.

In forwarding a copy of the papers noted in the margin, I am directed to request that you will be good enough to inform the Government of India of the procedure followed in the Panjab in regard to the levying of stamp duty on copies of depositions and documents which form part of the evidence in cases.

Letter from Government
Madras, No. 815 dated 7th
August 1873, and enclosure.

No. 815 dated 7th August 1873, from Secretary to the Government of Madras, Revenue Department, to Secretary to the Government of India.

I am directed to bring to the notice of the Government of India that a difference of opinion exists regarding the liability to stamp duty of copies of depositions and documents which form part of the evidence in cases.

2. In 1867 the Madras High Court gave expression to their views on this point, with reference to Act XXIV of 1867, in the following words:—“Article 5 of Schedule B of Act XXVI of 1867 is the only Article of the Stamp Act which can be supposed to impose a Stamp duty on copies of depositions, &c., in a criminal trial, and, in the opinion of the High Court, the words Judicial Proceedings were intended to refer only to writings in the nature of an opinion, determination or proceeding recorded by the Court in the hearing of a case, and cannot include depositions of witnesses or other documents which form part of the evidence at the trial. Nor can the words which follow, *viz.*, account, statement, report, or the like, be held, except by a strained interpretation, to include either. It is reasonable to presume that depositions would have been expressly mentioned if the Legislature intended the provisions of the Stamp Act to apply to them.”

3. The words thus commented upon re-appear in Article 9, Schedule 1 of the Court Fees Act (VII of 1870), and many officers, therefore, consider themselves bound to act in conformity with the opinion of the High Court. A considerable diversity of practice has, however, existed, and the Board of Revenue, in bringing this to notice, have referred the question to this Government, with a view to the opinion of the Law officers being obtained.

4. This reference was made prior to the receipt of the Governor General's Notification No. 996 dated 6th June 1873; and as the exception of depositions taken in certain cases therein mentioned seems to imply that all other depositions are liable to stamp duty, and as it would seem to follow that exhibits are also liable, I am to request that this Government may be furnished with an authoritative decision of the question.

No. 357 dated 21st June 1873, from Government Solicitor, Madras, to Secretary to the Government of Madras, Revenue Department.

I have the honor to acknowledge the receipt of the order of Government dated 12th instant, No. 594, Revenue Department, together with its enclosures, requesting the Advocate

General's opinion relative to the liability to stamp duty of copies of depositions and exhibits granted to persons in confinement desirous of appealing.

2. I submitted the matter for the consideration of the Advocate General, and I now forward herewith a copy of his opinion.

OPINION BY ADVOCATE GENERAL MADRAS, DATED 20TH JUNE 1873.

The Notification of the Government of India, No. 996 of the 6th June 1873, disposes of the question referred so far as regards, 1st, copy or translation of the charge furnished to unaccused persons under Section 199 of the Code of Criminal Procedure; (2), copies or depositions furnished to unaccused persons under Section 201; (3), copy of the judgment or order of a Criminal Court furnished, under Section 276, to a person affected by it, if he be in Jail, or if the Court thinks fit; (4), copy of the examination of witnesses granted to the accused under Section 357; (5), copy of charges granted to the accused under Section 446; (6), copies of orders of maintenance under Section 538.

2. From this Notification it must be inferred that copies of any of the above documents furnished by a Court of Criminal Jurisdiction under circumstances other than those referred to in the Notification, would, in the opinion of the Government of India, be liable to the stamp prescribed by Articles 6, 7, or 9 of Schedule I of the Court Fees Act of 1870.

3. If this interpretation of Article 9 be accepted, it would seem to follow that "exhibits" filed in a case fall within its scope, and that copies of exhibits accordingly should bear a stamp.

4. On the same ground it might be contended that copies of the evidence, complaints, and petitions in Civil cases, are within the purport of Article 9, and that copies of such documents ought to be stamped under that Article.

5. The High Court, however, in its Proceedings of 26th July 1869, took a different view of the meaning of the corresponding Article of the Stamp Act then in force (Article 5 of Schedule B of Act XXVI of 1867). The Judges considered that the words "Judicial Proceeding" were intended to refer only to writings in the nature of an opinion, determination, or proceeding recorded by a Court on the hearing of a case, and cannot include depositions of witnesses or other documents which form part of the evidence at the trial. Nor can the words which follow, *viz.*, account, statement, report, or the like, be held, except by a strained interpretation, to include either. The same view was expressed by the late Chief Justice, 27th March 1871. On a reference by the Registrar, he decided that, while notes of the evidence taken by a Judge fall within Article 9, copies of complaints, petitions, &c. are exempt.

6. This concludes the question so far as the Civil and Criminal Courts are concerned. It is possible that another tribunal might take a different view of the effect of Article 9; and, as pointed out above, the recent Notification suggests the inference that the Government of India does not regard depositions as falling without the scope of the Article. The matter appears, however, to have been considered on two separate occasions by the High Court, and it is probable, therefore, that the Government may not think it worth while to call in question an opinion which has the sanction of such high authority.

7. My reply, therefore, to the question referred by the Board is that, apart from the exemptions conferred by the recent Government Notification in Criminal cases, copies of exhibits and depositions do not require a stamp, but that copies of the Judge's notes of the evidence do.

CIRCULAR No. 2.

Dated 5th February 1874.

Copy of the following forwarded to all Deputy Commissioners, for information and guidance.

No. 3816.

GOVERNMENT OF INDIA,—FINANCIAL DEPARTMENT.

Fort William, the 19th December 1873.

Notification.—In exercise of the powers conferred by Section 35 of the Court Fees Act VII of 1870, the Governor General in Council is pleased to remit the fees chargeable on applications presented to a Collector for refund of the amount paid to Government for stamped paper which has become spoiled or unfit for use, or no longer required for use; and on applications for renewal of stamped paper, which has become spoiled or unfit for use.

CIRCULAR NO. 3.

Dated 5th February 1874.

Copies of the following forwarded for the information and guidance of all Deputy Commissioners.

No. 1147 dated 27th October 1873, from Secretary to Financial Commissioner, Panjab, to Secretary to Government Panjab.

I am directed to submit, for the orders of Government, and for reference to the Government of India should His Honor the Lieutenant Governor deem it advisable, the question whether refund of value may be allowed in the case of Adhesive Court Fees Labels in the same way as for General Stamps.

2. The Superintendent of Stamps has brought to notice a passage in the Annual Stamp Report of the North-Western Provinces, which shows that in that Province no refunds are allowed on any kind of Court Fees Stamps. The passage is as follows :—

"Refunds of value of damaged spoiled stamps amount to only Rs. 840-2-6 during 1871-72 as compared with Rs 7,524-4-8 during 1870-71. This was to be expected, as such refunds cannot be made under the Court Fees Act, though under Section 45 of the General Stamp Act they were authorized on all Judicial Stamps purchased under Act X of 1862, *i. e.* previously to the 1st April 1870, provided the application for refund was made within a year after purchase."

3. Upon this the opinion of the Government Advocate was taken, with reference to Government Notification No. 1362 of 19th September 1870 prescribing rules, Section 27 of the Court Fees Act. Rule 13 of that series is as follows :—

"The provisions of Sections 45 and 46 of the General Stamp Act XVIII of 1869, relating to refund of the whole value of a Stamp, are equally applicable to Court Fees Stamps, inasmuch as these Stamps are obtained in the manner allowed by that Act, *i. e.*, in accordance with the rules for sale of Stamps under Section 48 of the General Stamp Act, which is made applicable to Court Fees Stamps by Section 34 of the Court Fees Act.

In accordance with this rule, refunds are allowed in the Panjab on sheets of Court Fees Stamp papers (red and black), which are not required for use, or which have been spoiled in any of the ways mentioned in Section 45 of the General Stamp Act.

4. The Government Advocate, a copy of whose opinion is annexed, considers the rule and the practice correct, and no further orders seem necessary on this point. But the question has now arisen whether the rule is to be held to extend to Adhesive Court Fees Stamps. It has not hitherto been the practice to allow refunds on such Stamps, as Section 45 of the General Stamp Act regarding refunds makes mention only of stamped paper and "denoted Stamps," and Section 46, defining the conditions under which Stamped paper is held to be spoiled, evidently contemplates paper on which documents are written, and not Adhesive Labels affixed to paper."

As it is only recently that Adhesive Court Fees Stamps have been generally introduced, it is only now that the question arises.

5. Refunds are not allowed in the case of Postage Stamps and Telegraph Stamps, but such Stamps are of small value, and no inconvenience arises. Court Fees Labels, however, are often of high value, and, though they may be sold by any one without a licence, a label of high value obtained for use, but not eventually required, is not readily convertible into cash; and, if no refund is allowed, the holder is subjected to considerable loss.

6. As remarked in the above extract from the North-Western Provinces Report, the value of spoiled Judicial Stamps was refundable under the old Act X of 1862, when there was no distinction between General and Judicial Stamps. There is therefore nothing unreasonable in allowing refunds for Judicial Stamps after the separation of the two kinds, as the only difference between them is in the color of the impression. But Adhesive Court Fees Stamps are of a very different character, and were not in general use when the Court Fees Act and the rules under it came into operation.

7. Great caution will be necessary if refunds are to be allowed on such Stamps. The Financial Commissioner is inclined to think that, once a Court Fees Label has been affixed to a document, no refund should be allowed, for, if allowed, it would encourage subordinate officials to omit the punching of Stamps required by law, and to abstract the Stamps afterwards from the files and obtain a refund of value. It is impossible to ascertain where and when an Adhesive Stamp was purchased in the way this was ascertainable in the case of the old Bi-color Stamps from the endorsement on the back, and, if necessary, a reference to the Stamp Vendor's register, but evidence of other kinds, though less reliable, might be adduced by parties, to show that an Adhesive Label had been purchased within a year, and in this way it may be possible to conform to the law and the rules on this point.

8. As Section 27 of the Court Fees Act allows of rules being made for the *renewal* of Court Fees Stamps, there would be nothing illegal in extending Rules 10, 11, and 12 to

Adhesive Court Fees Labels, and to allow spoiled labels to be exchanged for new ones, but this would be no great advantage to the public, as the occasion for any application on the subject is usually that the holder does not require the Stamp at all, and wants the money for it.

The question therefore is under what circumstances, if any, the value of a Court Fee Label may be refunded, and on this point the orders of Government are solicited.

No. 32 dated 6th January 1874, from Secretary to Government Panjab, to Secretary to Financial Commissioner, Panjab

With reference to your letter No. 1147 dated 27th October last, on the subject of the refund of the value of Court Fees Stamps, I am directed to state that the Hon'ble the Lieutenant Governor concurs in the view of the Financial Commissioner as expressed in paras. 7 and 8, and is of opinion that neither refund nor renewal should be allowed for Adhesive Court Fees Labels any more than for Telegraph or Postage Stamps. A reference to the Government of India is not therefore considered necessary.

CIRCULAR No. 4.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

Dated 2nd March 1874.

Forwards, for information and guidance, Circular No. 3767, dated 23rd October 1873, issued by the Government of India, Financial Department, regarding frauds committed in connexion with refunds for spoiled stamped papers, and requests that in all future cases of stamped paper forwarded to this office for destruction, a statement, in the accompanying form, be entered on the back of the certificate with which the paper is sent. The information required by this statement should be furnished in respect to every stamped paper forwarded.

1	2	3	4	5	6	7	8	9
Value of stamped paper not required or spoiled.	Description of stamped paper.	District in which purchased.	Date and year of purchase.	Date and year of spoiling.	Date of application for refund or renewal.	Reason for considering the stamp spoiled (Section 46).	Amount refunded, minus discount.	Value of stamps given in exchange.

Government of India, Financial Department, Circular No. 3767, dated 23rd October 1873.

Frauds were lately committed in the Stamp Department of a certain District Treasury, under circumstances which render it expedient for the Governor-General in Council to publish the facts as a caution to all District and Treasury Officers.

In pursuance of a conspiracy between the Stamp Accountant, several Office Clerks, and the Treasurer's subordinates, and owing to the lax supervision of the Treasury Officer and Collector, Stamp papers, sometimes endorsed with fictitious sale entries, and sometimes obtained from the Court records, were presented by one of the Treasury officials under fictitious names with petitions for refund, and refunds were granted by the Treasury Officer. The stamps were then withdrawn from the records, not transmitted to the Commissioner of Stamps, but used over and over again for the purpose of obtaining refunds. Remarks on the Accountant General's Objection Statement were drafted by the Head Clerk, to the effect "that the Stamp Commissioner's receipt had not yet reached the office," or "that it would follow," and perfunctorily signed by the Treasury Officer.

The Governor-General in Council would, therefore, take this opportunity to draw attention to Section 45, Act XVIII of 1869, under the provisions of which the Collector of the District alone can grant refunds of the value of stamps. Officers in charge of Treasuries must accordingly refer to him for separate orders in every such case.

His Excellency in Council also directs that when the Collector of a District sanctions a refund or renewal, he shall then and there record his reasons for granting such refund or renewal, shall punch or mark the stamped paper in such a way that it can never be presented again, and shall then forward it for destruction to the Commissioner (or Superintendent) of Stamps.

CIRCULAR No. 5.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

Dated 2nd March 1874.

Forwards herewith, for each district, 3 copies of the Form No. VIII, and requests that it may be carefully filled up and forwarded to this office as early as possible after the expiration of the current official year, with any remarks that may be considered necessary in regard to the results of the operations of the Stamp Department during the year 1873-74.

CIRCULAR No. 6.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

Dated 6th May 1874.

With reference to failure at Calcutta of the supply of 4 anna Panjab Talabana Stamps, I have the honor to request that all Talabana Stamps above 4 Rupees in value in your Treasury may be converted into 4 anna, under the signature of the Treasury officer and used as such.

2. The difference of value should be written off in your Stock Accounts and plus and minus memoranda.

3. Wherever there is a stock of 2 anna Talabana Stamps, two of these can of course be used instead of one of 4 annas.

CIRCULAR No. 7.

TO ALL DEPUTY COMMISSIONERS PANJAB.

Dated 17th June 1874.

In consequence of the failure of the supplies of certain denominations of the special process fee stamps used in the Panjab, it has been determined by the Panjab Government that adhesive court fees labels shall henceforth be used for process fees wherever talabana stamps of any particular value are not in stock. Talabana stamps will however still be used as far as possible until the supplies in hand shall be exhausted.

2. As the separate accounts hitherto kept of income from process fees must still be maintained, it will be necessary that every court should take measures for ensuring a correct record of the value of court fees labels filed for process fees.

3. Every Treasury Officer should also be directed to see that the additional demand on his stock of court fees labels is duly provided for by the submission of timely indents.

CIRCULAR No. 8.

TO ALL DEPUTY COMMISSIONERS, PANJAB.

Dated 20th June 1874.

A case having recently occurred of a spoilt stamp forwarded to this office for destruction, not reaching its destination, it is requested, with the approval of the Financial Commissioner, that in future all covers, sent by post, containing stamps, may be registered.

CIRCULAR No. 9.

Dated 15th July 1874.

Copy of the following forwarded to all Deputy Commissioners Panjab for information and guidance, in continuation of Circular No. 8 dated 20th June 1874.

No. 4674, dated 11th July 1874, from Secretary to Financial Commissioner Panjab, to Superintendent of Stamps, Panjab.

In reply to his No. 30 dated 29th ultimo, as to who should bear the cost of registering covers containing spoilt stamps sent for destruction, intimates that in the spirit of para 2 of Financial Commissioner's Book Circular XXIII of 1863, this expense should be defrayed by the owner of the stamps.

CIRCULAR No. 10.

Dated the 21st July 1874.

Copy of the following forwarded to all Deputy Commissioners, Panjab, for information and guidance.

SEPARATE REVENUE—STAMPS.

The 19th June 1874.

No. 3908.—In supersession of the Notification of the Government of India in the Financial Department, No. 751, dated 28th January 1870, the Governor General in Council is pleased to prescribe the following rule :—

No stamps other than the blue and black bi-color stamps prescribed in Financial Notification No. 2778, dated 29th April 1868, or the impressed stamps manufactured in England, shall be used for the documents mentioned in the first and second schedules annexed to the General Stamp Act XVIII of 1869, unless in the case of—

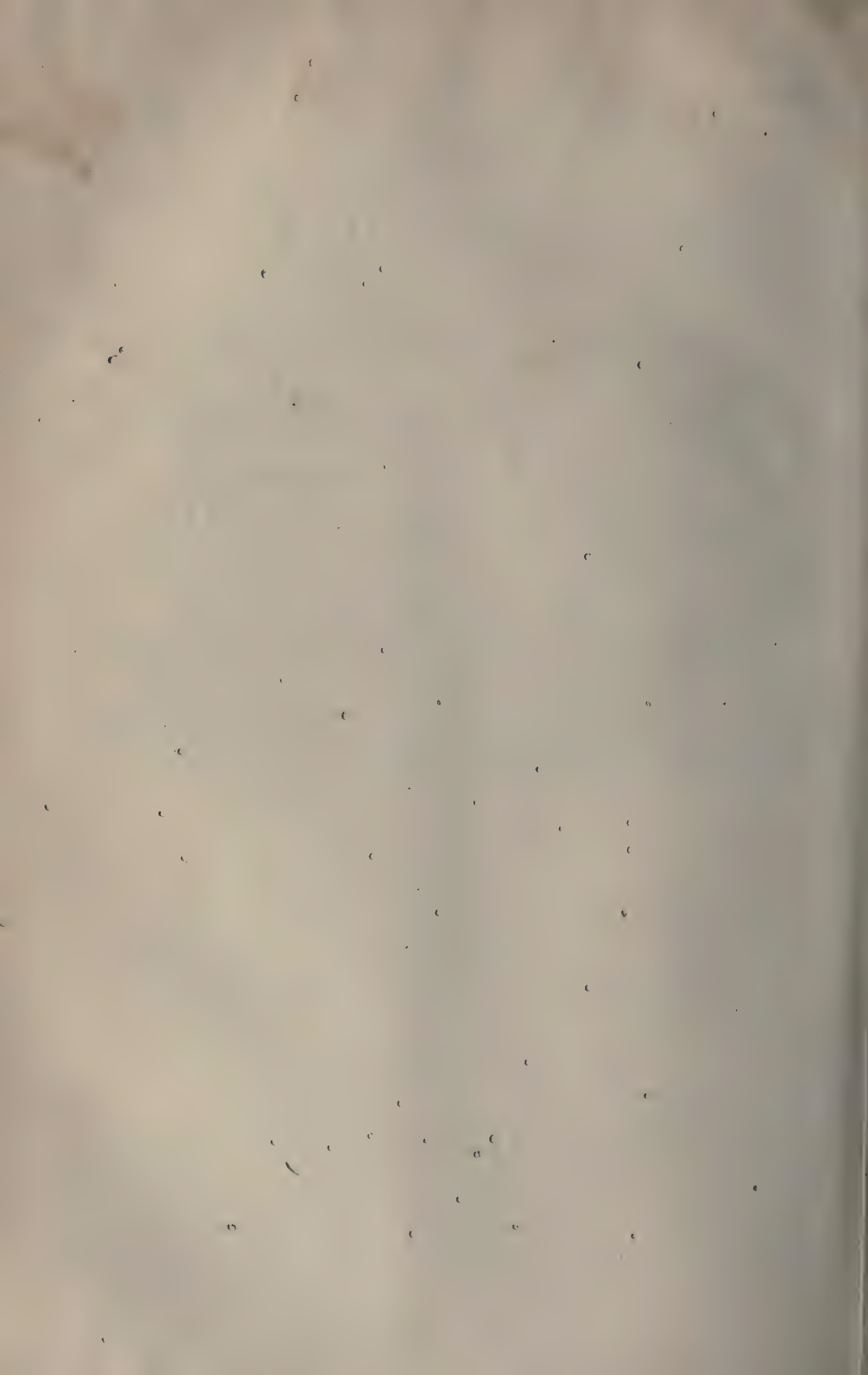
- (a).—Documents which under Section 5 of the same Act, paragraph (a), may be stamped with adhesive stamps, and
- (b).—Documents on which the stamps may be denoted by the Collector or Superintendent of Stamps under the same section, paragraph (b).

GOVERNMENT OF INDIA,—FINANCIAL DEPARTMENT.

No. 3909 dated 19th June 1874, addressed to Panjab Government.

In drawing your attention to the Notification of this Department No. 3908 dated this day, I am directed to explain that the object of the Notification is to authorize the use of the stamped papers manufactured in England.

The blue and black stamped papers may also continue to be used : but when a sufficient supply of the new stamps has been received from England, the manufacture of the blue and black bi-color stamps should cease ; and when the store of such stamps that may then exist has been exhausted, the new stamps should be brought into exclusive use,



CIRCULAR No. 11.

TO ALL DEPUTY COMMISSIONERS IN THE PANJAB.

Dated 14th September 1874.

FORWARDS, for information and guidance, copy of the annexed correspondence regarding the cancellation of all adhesive court fees labels which may not have been cancelled in the old files.

2. The work is a most urgent one and should be put in hand at once; where a Native Extra Assistant is available, he should be charged with it; where no such officer is available a European Extra Assistant or other officer may be employed on it.

3. The officer charged with the work should see that the files contain stamps of the full value required by the Court Fees Act in each case, and where this is not so, he should make a strict enquiry into the cause of deficiency and furnish a detailed report, which should be sent on to this office.

4. Every label should be doubly punched in the presence of the officer appointed to the duty, before the files are re-consigned to the Record-keeper; and a certificate that this was done should be furnished by the officer.

5. A report of the date on which the work was commenced and a weekly report of its progress should be furnished to this office.

No. 42, dated 21st August 1874, from Superintendent of Stamps, Panjab, to the Secretary to Financial Commissioner, Panjab.

WITH reference to your endorsement No. 5690, of the 19th instant, requesting my opinion on certain suggestions made by the Deputy Commissioner, Karnal, in connection with a case in which a 10 rupee court fees label was found to be missing when the file returned from the court of the Commissioner, I have the honor to state that I agree with Colonel Babbage that it is urgently necessary that all the old files in which these labels have been used should be examined without delay and the labels punched a second time. I also consider it indispensable that a uniform plan should be strictly followed by every judicial officer of having the court fees labels presented in his court punched in his own presence, *at the earliest moment after they are presented*, so as to allow no opportunity for their being tampered with.

2. My opinion on both the above points has already been submitted to your office in paragraph 38 of the Annual Report forwarded with my letter No. 36, of the 8th instant, and in paragraphs 5 to 8 of a letter No. 38, dated 13th idem.

3. I would suggest that the work of examining the old files and having every label properly cancelled be entrusted to a Native Extra Assistant in each district, and that this officer should be required to report every case in which he finds that the labels have been tampered with.

4. In the majority of districts this work might be completed within a month; and September, when the civil courts are closed, would be a favorable time for doing it.

No. 1029, dated 27th August 1874, from Offg. Secretary to Financial Commissioner, Panjab, to the Offg. Secretary to Government, Panjab,

I AM directed by the Financial Commissioner to submit a letter from the Superintendent of Stamps, Panjab, No. 42, of the 21st instant, regarding the fraudulent removal of court fees stamps from old files.

The Financial Commissioner requests permission to issue orders requiring that the work of examining old files and cancelling the stamps filed with them may be undertaken at once in the manner suggested by the Superintendent of Stamps.

No. 1396, dated 4th September 1874, from Officiating Secretary to Government, Panjab, to Officiating Secretary to Financial Commissioner, Panjab.

ACKNOWLEDGES receipt of his No. 1029, dated 27th ultimo, regarding the fraudulent removal of court fees stamps from old files, and conveys sanction to the issue of the orders proposed for the examination of old files and the cancelling of the stamps filed with them.

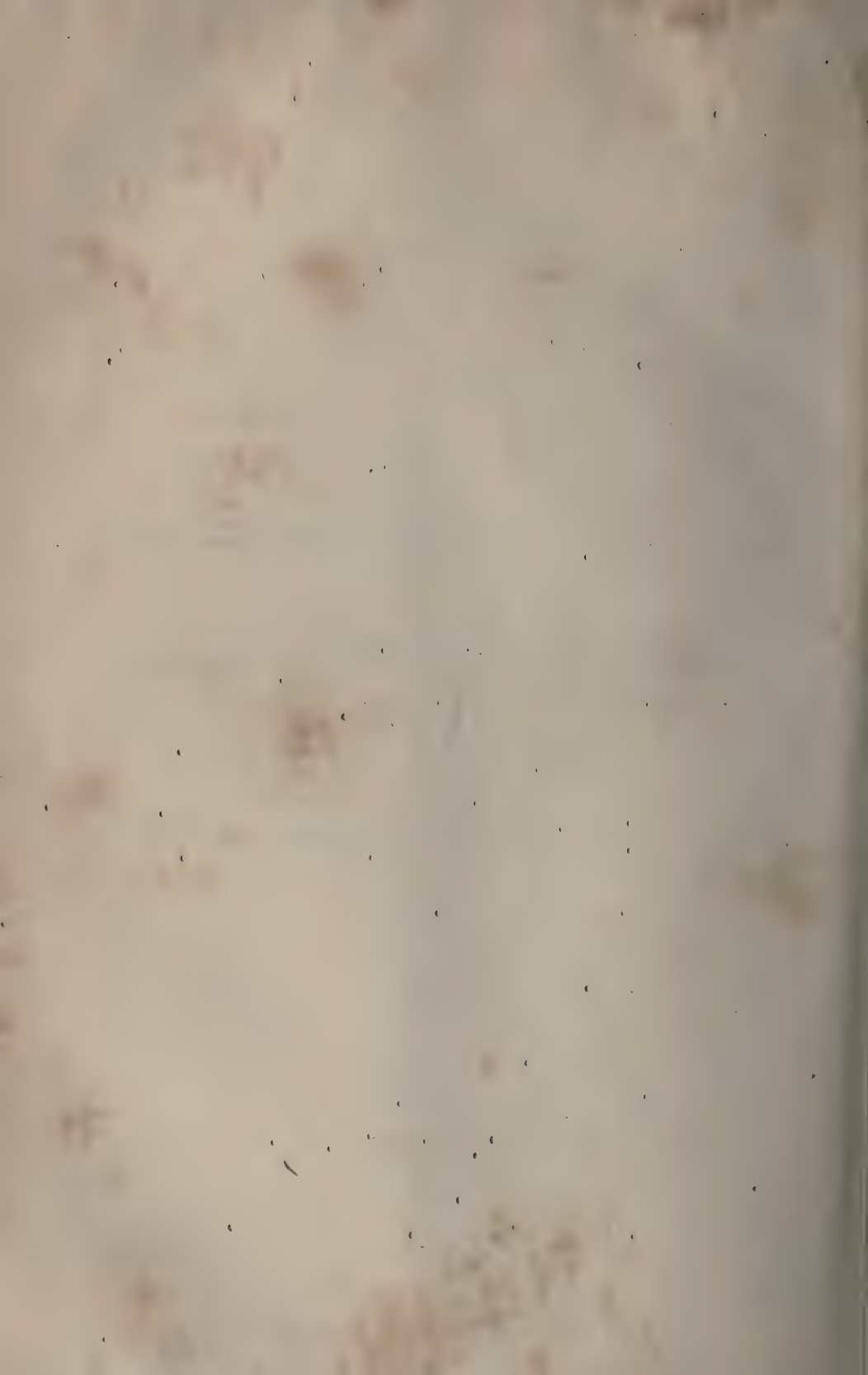
Returns original enclosures.

Endorsement by Financial Commissioner, Panjab.

No. 6334, dated Lahore, 12th September 1874.

COPIES of the above forwarded to W. Kirke, Esquire, Superintendent of Stamps, Panjab in reply to his No. 42, dated 21st August last, with a request that he will issue the necessary orders on the subject.

SUPREME GOVERNMENT, ORDERS,
1874.



SUPREME GOVERNMENT ORDERS.

HOME DEPARTMENT.

No. 2233, dated 31st August 1872, from Assistant Secretary to Government of India, Financial Department, to the Acting Chief Secretary to the Government of Bombay.

In reply to your letter No. 3836 (General), dated 21st December 1871, I am directed to state that, so far as Hospital Assistants employed in the civil department are concerned, the Governor-General in Council is pleased to adopt the recommendation of the Government of Bombay for the grant of one uniform rate of travelling allowance when proceeding on duty from one station to another, *viz.*, actual fares by rail or steamer and two annas a mile by road.

2. I am desired also to forward a copy of an office memorandum from the Military Department, No. 9, dated 1st July 1872, from which it will be seen that it is not considered advisable to disturb the arrangement under which Hospital Assistants in the Military Department, when proceeding by road, receive marching batta at Rs. 10 a month if of the first class, and Rs. 5 a month if of the second class.

No. 3—300, dated 22nd November 1873, from Officiating Under-Secretary to the Government of India, Home Department, to the Secretary to Government, Panjab.

A case has recently been brought to the notice of the Government of India in which certain life convicts who had escaped from Port Blair were re-captured in India, and sentenced to local imprisonment for a term of years under Section 226 of the Penal Code. The imprisonment in his own district or province of a convict under sentence of transportation for life must operate rather as a mitigation than an enhancement of the original punishment; and, as a matter of discipline, it is essential that his re-capture and punishment may be known to other convicts. I am, therefore, directed by His Excellency the Governor General in Council to request that, unless His Honor sees any legal impediment or executive difficulty, all escaped convicts from the Penal Settlements when re-captured on the mainland may be at once sent back to their Penal Settlement to be dealt with there according to rule, instead of being committed to any Indian Court for trial.

No. 3733.

The 12th December 1873.

READ—

Letter from the Comptroller-General, No. 5019, dated 24th September 1872, suggesting that the Accountant General, Panjab, may be authorised to break up and sell as old copper the Alumshah pice which formed part of a remittance made from the Calcutta to the Kangra Treasury, and also suggesting that worn-out pice may be similarly treated.

RESOLUTION.—The Hon'ble the President in Council observes that if the Government treasury in Calcutta had been in the charge of an officer of the Government it would have been his duty, before sending copper coin into the interior, to have had every bag carefully examined in order to the withdrawal of all coin issued before Act XXI of 1835 came into force, as well as of all coin issued under that or subsequent Acts which showed any considerable signs of wear.

2. This duty must be held to devolve upon the presidency banks whenever they act as bankers for the Government.

3. The President in Council does not doubt that these institutions will cordially co-operate with the Government in measures for maintaining the quality of the copper coinage. The banks should accordingly be requested, while freely receiving all copper coin, however greatly worn, that bears any trace of Government mintage, to take effective steps to prevent the payment to the public, whether in the course of their own business or on Government account, of any copper coin that has not previously been examined in detail and found fit for re-issue.

4. Similar measures should be taken at every Government treasury.

5. The Currency Department already assists in maintaining the quality of the copper coin in circulation by issuing good coin in exchange for siver. The exchange of picked for worn coin in small quantities should also be undertaken by the department.

No. 3750.

The 17th December 1873.

Read again—

Financial Resolution No. 842, dated 7th February 1873, prescribing revised forms of certificates to be attached to contingent bills.

Read also the undermentioned communications from the Governments of Bombay and Bengal, suggesting, for reasons stated, an alteration in the form of disbursing officer's certificates:—

Bombay letter No. 3097-159F, dated 21st August 1873.

Bengal „ No. 2806, dated 18th September 1873.

RESOLUTION.—The disbursing officer referred to in the Resolution of the 7th February 1873 is the officer who draws a bill for contingent charges, and is responsible for the due disbursement of the amount.

A disbursing officer may be left to deal with vouchers for items not exceeding ten rupees, attaching to his contingent bill a certificate in the following form in lieu of that prescribed in the orders of 7th February 1873:—

“I certify that the expenditure charged in this bill could not, with due regard to the interests of the public service, be avoided. I have satisfied myself that the charges entered in this bill have been really paid. Vouchers for all sums above Rs. 10 in amount are attached to the bill. I have, as far as possible, obtained vouchers for smaller sums, and am personally responsible that they have been so destroyed that they cannot be used again.”

When the bill of a disbursing officer is countersigned vouchers for sums above Rs. 10 and not exceeding Rs. 100 shall be examined, cancelled, and retained in the office of the countersigning officers, as directed in the orders of 7th February 1873.

Accordingly, for the certificate prescribed for the countersigning officer in those orders the following shall be substituted:—

“I certify that in support of every charge of more than Rs. 10 made in this bill a receipt or other voucher in proper form has been given to me and is now in my possession. The receipts and vouchers for item in excess of Rs. 100 are attached to the bill, and I am personally responsible that the receipts and vouchers for all other items of more than Rs. 10 are in proper form and order, and that they have been so cancelled that they cannot again be used to support claims against the Government.”

A district officer need not personally give the certificate required from a disbursing officer. With the sanction of the Commissioner or, in the Madras Presidency of the Board of Revenue, he may delegate the duty to one of his gazetted subordinates.

A register of contingent expenditure should be kept in each office, and the initials of the head of the office should be entered against the date of the payment of each item.

The Governor General in Council expects that every public officer will exercise the same vigilance in respect to petty contingent expenses that he would do if he were spending his own money.

No. 66-3816, dated the 19th December 1873, from Secretary to Government of India, Home Department, to the Secretary to Government, Panjab.

By the resolution and orders marginally cited the revised regulations for the control of the import and inland transport of arms and ammunition were declared and published. In regard to the principles upon which these regulations should be administered, especially in the matter of giving or withholding licenses to import or manufacture arms, several references for precise instructions have been received from the Local Governments, with representations that the growth and spread of the trade in arms and their promiscuous distribution throughout some parts of the country are matters calling for serious attention. Upon these points, therefore, I am desired by His Excellency the Governor-General in Council to communicate the following observations.

2. The provisions of the Arms Act (XXXI of 1860) require that licenses for import of arms from abroad and for transport from one part of India to another shall be given by, or under the authority of, the Government of India. The licensing power has, therefore, been committed to certain specified officers, but it is manifest that the exercise of this power is a matter requiring local knowledge of the character of dealers, the course of trade, the needs of districts and, generally, discrimination of a kind which would rather be hampered than aided by specific rules. And, therefore, I am to explain that the general control and direction of the proceedings of these officers are still committed to the chief executive authority of the presidency and province into which it is desired to import arms, either by land or by sea, under license. The main object of the machinery for imposing such checks upon the traffic in arms is plain : it is intended to preserve public order and safety, which might be endangered by the uncontrolled distribution of arms throughout India. But the extent or degree to which it might be necessary to interfere for this purpose with trade or with other importers must be left largely to the discretion of the Local Governments, who are best qualified to judge of the circumstances of each case, or class of cases ; and the Government of India can only attempt to lay down the general principle that any considerable importation of arms must need special explanation and guarantee that their use is to be inoffensive before license can possibly be granted.

3. There are two kinds of questions likely to come before the licensing officer, viz. (1) what is a reasonable quantity of arms such as requires no license at all, and (2) what quantity shall be admitted under a license.

To the first question one answer is supplied by Section 22 of Act VI of 1863, which exempts "fowling-pieces and sporting powder for private use." This definition might hold good for sporting fire-arms of all kinds ; and it might also be ruled generally that a man entitled to bear arms may reasonably import arms for his personal defence (such as sword or a pistol) as well as for sporting, provided that he does not exceed what may be judged to be reasonably required for his personal

use, or for the use of his household. Thus, a man of substance and respectability might reasonably import three guns without a license, and other personal arms suited to his condition; but if he claimed more he would be referred to the licensing authorities, who would demand more detailed explanations of his objects or uses for the arms. There appears to be no reason why the customs officers should not be executively instructed to refer to the licensing officer any application for permission to pass through the custom house more than the quantities here above indicated.

To the second question the reply would be that the granting of a license must depend upon the facts of each case, or upon the general complexion of the explanations obtained. Cheap guns might be imported in moderate quantities to some wild districts where they are wanted to keep down wild beasts or game, but in default of some such good and substantial motive for requiring a quantity of arms the license would ordinarily be refused. Costly guns are much safer than cheap arms, for only the latter can be employed to any extent for military or aggressive purposes, while the former are nearly always used for sport. When arms are of a kind to raise suspicion that they may be possibly meant for warfare or for other illegal purposes, such as pistols, bayonets, or cheap guns, the licensing officer must satisfy himself very carefully as to the object, reasons, and direction of import before he admits them under license. He can do this by testing the references which the applicant will give, by communicating with the Local Government, and (if necessary) with the Supreme Government.

4. As to the *manufacture* of arms, I am to observe that Magistrates have, under the Act, complete power to grant licenses and re-call them, and can therefore executively impose any condition they desire, because if the condition is not fulfilled the Magistrate rescinds the license at the end of the year. In this way, though perhaps in no other, could a limit be placed upon the quantity of arms and ammunition which a manufacturer might under license turn out; but it will be necessary for the police to keep themselves well informed as to his actual stock, and to take means for testing the correctness of the stock book entries under Section 14. Moreover, the manufacturer cannot sell without his customers bringing themselves under the rules of inland transport in the process of taking away their purchases.

5. Upon the subject of permitting the possession, transport, or carrying of arms within the limits of any particular administrative province, I am only to remark that, so far as these things are controlled by law, the control of them lies entirely with the Local Governments. Whether the law should be altered to place the bearing of arms under greater executive restraint is a question which is under separate deliberation.

6. It will thus be observed that the machinery now in force under the Act makes necessary a license (1) for import, (2) for inland transport from one province into another, and (3) for carrying arms within the jurisdiction of any one Government. In some territories also a license is necessary for possession. There is besides needed an annual license for manufacture, and a record of sales, with a heavy penalty on concealing sales. And His Excellency in Council trusts that these checks now systematically established will, under the powers and discretion already possessed by Local Governments, be found sufficient for keeping the whole import trade and inland dealings in arms under effective restraint, if the magistracy and the police are alert to uphold and enforce them.

No. 67-3868, the 23rd December 1873, from Secretary to the Government of India, Home Department, to the Secretary to Government, Panjab.

In continuation of my letter No. 66-3816, dated the 19th instant, I am directed

- * 1. For importation of arms.
 2. Pass by Collector of Customs.
 3. Pass for transit from one province to another.
 4. License to manufacture.
 5. License to carry arms.
 6. Ditto for possession of arms.

to forward Forms* of Licenses which, according to the provisions of Act XXXI of 1860, are granted under the authority of the Government of India.

Form I.

License for the Importation of Arms and Ammunition into the Port of _____ *granted by* _____

Name and address of Applicant.	Description of Arms.	Number.	Description of Ammunition.	Quantity.	Purpose for which required.	Value.	Port in which to be landed.	Place of deposit to be conveyed to after importation.	REMARKS.
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Form II.

Pass for the Delivery of Arms and Ammunition by the Collector of Customs.

Name of Consignee.	Place of business.	Date of issue of Pass.	Description of Arms.	Number.	Description of Ammunition.	Quantity.	Ship by which imported.	Arms, &c., by whom shipped.	License for importation by whom granted, and date thereof.	REMARKS.
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(FEE, FIVE RUPEES.)

Form III.

Pass for the Transit of Arms and Ammunition from _____ *under the Government of* _____ *to* _____ *under the Government of* _____

Name of Holder.	Place of business.	Description of Arms.	Number.	Description of Ammunition.	Quantity.	Mode of transit.	Up to what date Pass is valid.	REMARKS.
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N. B.—This Pass must be delivered at the Magistrate's Office at _____ days after arrival of the arms, &c., which it covers.

within six

(ON STAMP PAPER OF THE VALUE OF TEN RUPEES.)

Form IV.*License for the Manufacture of Arms and Ammunition for one year from the date hereof.*

Name of holder and place of residence.	Place of business, that is, manufactory or shop.	Description of Arms to be manufactured.	Description of Ammunition to be manufactured.	Probable estimated out-turn of each description of Arms and Ammunition per month.	Actual reported out-turn of each description of Arms and Ammunition per month during the currency of the last preceding license, if any.	REMARKS.
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Dated at
this day of 18 . }

Form V.**LICENSE**

Is hereby granted to

of
under
authority of Act XXXI of 1860, Section 28, to carry
arms and to go armed.

[*This License extends to the followers*

*Insert these words where
a license for followers is
applied for and granted,
but omit them in other
cases.*

of
number of and the number and description
of arms to be carried by each follower may be

Dated at
this day of 18 . }

Form VI.**LICENSE.**

Is hereby granted under the authority of Act XXXI of 1860, Clause 3 of
Section 32, to

of

to have in his possession the arms and ammunition hereunder specified :

					Number or quantity of each.	
Firearms		
Bayonets		
Swords		
Daggers		
Spears		
Spear-heads...		
Percussion caps		
Gunpowder		
Sulphur		
Other ammunition		

Dated at
this day of 18 . }

No. 70-3947, dated 31st December 1873, from Secretary to Government of India, Home Department, to the Secretary to Government, Panjab.

As the practice of using in official correspondence vernacular terms that are generally unintelligible beyond the province in which they are current is common and productive of much inconvenience and delay in the despatch of public business, I am desired to call attention to the subjoined orders of the late Hon'ble Court of Directors forbidding indiscriminate use of Indian words in English correspondence, and to request that the spirit of these instructions may still be observed as closely as possible.

2. It must, however, be understood that this restriction is not meant to govern necessarily the style of correspondence carried on between a Local Government and the officers subordinate to it, but is applicable mainly to writings intended to go beyond one Local Government. When in such papers a correct English equivalent to a local vernacular designation cannot be given, the word can usually be best explained by reference to the class or business to which an office or employment belongs; for the chief difficulties are found to occur in returns of subordinate establishments.

Extract from a despatch from the Hon'ble the Court of Directors, dated the 6th January 1815, circulated on the 17th October.

PARA 138. Adverting to the various terms and appellations borrowed from the oriental languages which appear on your Revenue Consultations, and the meaning of which it is sometimes difficult to discover, we direct that you instruct the Boards of Revenue and of Commissioners to desire the different Collectors subject to their respective authority to avoid as much as possible the use of native designations in their correspondence; and in cases where it may be impracticable to dispense with them without frequent periphrasis to affix a marginal explanation of the terms which, for the sake of convenience, may be employed in the text of their letters.

FINANCIAL DEPARTMENT.

No. 222.

The 12th January 1874.

RESOLUTION.—It being understood that payment is sometimes demanded by public departments for official publications supplied to other public departments or offices, the Governor-General in Council is pleased to decide that such publications should only be supplied for official use under proper authority, but that no charge should under any circumstances be made for those that are supplied.

The 29th December 1873.

No. 4006.—ERRATUM.—In clause 1 of the last paragraph of Financial Notification No. 3937, dated 24th December 1873, published at page 1028 of Part I of the *Gazette of India* of the 27th idem, for "more than Rs. 1,000 in all," read "more than Rs. 3,000 in all."

The 31st December 1873.

No. 4051.—With reference to paragraph 3 of Financial Resolution No. 2422, dated 21st August 1873, the Governor General in Council is pleased to direct the publication of the following rules for the training of junior officers of the Financial Department :—

1. A junior officer of the Financial Department on first appointment will be attached for a period of not less than one year to the office of a Provincial Accountant General and serve an apprenticeship in the various sub-divisions of the office in the following order: (1) Treasury Accounts Department; (2) Accounts Current Department; (3) Compilation Department; (4) Book Department; (5) Budget Estimate Department; and (6) Resource Department.
2. He will commence work on one of the smallest and most simple treasury accounts, learning his duties at first from the Examiner of the account and going with him through the whole process of classification and audit, including the examination of service vouchers, the check of bills and deposits, and the preparation of the district abstract. He will repeat the same process with the larger and more complicated accounts, until he has obtained sufficient knowledge to be able to undertake the classification and audit of a treasury account without assistance. Having arrived at this stage, he will, unaided examine and prepare the district abstract, of not less than six accounts, three of which should be of the largest treasuries. Each of these accounts with vouchers, and the district abstract, will be carefully re-examined by a senior Examiner, and all corrections that may be necessary will be reported to the Accountant General. A junior officer will not be promoted from the Treasury Account Sub-division until he has obtained a thorough knowledge of the work and is able to conduct it with complete accuracy.
3. In the Accounts Current Sub-division, the junior officer will be taught the method of preparing accounts current of transactions with other Governments and Departments, the adjustment of accounts current received, and the agreement of accounts current received and sent. He will continue on this work until he has, unaided, completely adjusted to the satisfaction of the Accountant General the accounts current exchanged with three Governments or Departments for one month.
4. In the Compilation Department he will be taught the process of posting the detail books from the district abstracts, and transfer book, and the preparation of the general provincial abstract of receipts and disbursements. He will himself post the figures of one district abstract and entries in at least ten pages of the transfer book.
5. In the Book Sub-division he will be taught the process of posting the Journal and Ledger, of preparing the quarterly balance sheet, the annual explanation of outstanding balances and the appropriation statement, contrasting the actual receipts and disbursements of the year with the budget estimate. He will not be promoted from this sub-division until he has posted the Ledger and Journal of one month to the satisfaction of the Accountant General.
6. The junior officer having by this time acquired a practical knowledge of the audit and compilation of the actual accounts will be instructed as to the method of preparing estimates, beginning with those received from district officers up to the final estimate submitted to Government. These instructions will embrace the budget and regular estimates and the resource estimates.
7. In the Resource Sub-division, the junior officer will be made acquainted with the methods used for the supply and withdrawals of funds to and from public treasuries, and the local conditions and circumstances under which they are adopted in the several districts of the administration. He will also make himself acquainted with the rules for the management of the Paper Currency Agencies at district treasuries.

8. It is of special importance that the following rule be strictly adhered to :—
Every officer undergoing the above course of training will be required to keep two note books, one for the entry of audit rules, the other for the entry of orders relating to accounts, currency, public debt, &c. These books must be neatly written and kept, and will be periodically inspected by the Accountant General.

LEAVE AND ALLOWANCES.

The 31st December 1873.

No. 4033.—The Governor General in Council directs that the following be inserted as Rule 1 (a) under Section 1 of Supplement F to the Civil Leave Code :—

- 1 (a).—A police officer who, under Section 105 (b1) of the Civil Pension Code, has elected to abide by scale A in Section 104 of the said Code, is subject to the leave rules which applied to him before the abolition of the police superannuation fund.

MINT AND CURRENCY.

The 31st December 1873.

No. 4035.—In exercise of the power conferred by the eighth clause of the twenty-fifth section of the Indian Paper Currency Act, 1871, the Governor General in Council is pleased to revoke the Notification in this Department No. 4107, dated 9th November 1872.

And in exercise of the power conferred by the third section of the said Act, the Governor General in Council directs that Promissory Notes of the Government of India payable to bearer on demand, shall be issued by the Department of Issue for the following sums :—

Five Government Rupees.	One hundred Government Rupees.
Ten Government Rupees.	Five hundred Government Rupees.
Twenty Government Rupees.	One thousand Government Rupees.
Fifty Government Rupees.	Ten thousand Government Rupees.

And in exercise of the power conferred by the third clause of the twenty-fifth section of the said Act, the Governor General in Council declares that notes for the sums above noted shall be issued at all Offices of Issue appointed under the said Act.

This Notification shall come into force on the 17th day of January 1874.

PENSIONS AND GRATUITIES.

The 31st December 1873.

No. 4032.—The Governor General in Council directs that the following proviso be added to Section 105 (b1) of the Civil Pension Code :—

Provided that in the case of an officer who has elected to abide by Scale B, such election shall not prejudice his title to count as service for pension or gratuity any leave obtained by him before his election which, under the rules of the superannuation fund, would have counted for pension or gratuity.

The 13th January 1874.

No. 273.—The Governor General in Council directs that the following be substituted for Rule 9, under Section 35 of the Civil Pension Code :—

In the case of a Covenanted Civil Servant, the contribution under this section should be calculated upon the salary which remains to him after the usual deduction on account of the Annuity Fund.

EXAMPLE.—The pay of A. B. is Rs. 1,000. The deduction on account of his annuity is Rs. 40, and the contribution which he must pay if transferred to serve under Native State is— $\frac{1,000-40}{4}$ = Rs. 240.

The whole charge on the Native State is Rs. 1,000 plus Rs. 240, or Rs. 1,240. Out of this A. B. will pay separately Rs. 40 on account of the Annuity Fund.

Until the Annuity Funds of Madras and Bombay are abolished, the amount paid on account of Annuity Fund by a subscriber to either of these funds should be credited to the fund to which he subscribes.

The 14th January 1874.

No. 275.—It being expedient that an Accountant General should, like a local Government, have the power of transferring from one treasury in India to another, the payment of a pension granted under the rules in the Civil Pension Code, the necessary provision has been made in Section 87 of the Civil Pension Code.

No. 276.—The Governor General in Council directs that the second sentence in Section 85 of the Civil Pension Code be omitted.

The 15th January 1874.

No. 395.—The Governor General in Council directs that the following words be inserted in Rule 4, under Section 6, Civil Pension Code, after “1873” :—

“or if he was employed in the Public Works Department, before the 1st November 1874.”

SEPARATE REVENUE,—STAMPS.

The 16th January 1874.

No. 382.—In exercise of the powers conferred by Section 16 of the General Stamp Act, 1869, the Governor General in Council is pleased to remit the whole of the duties chargeable under the said Act on bonds executed for the purpose of guaranteeing that the local income from private subscriptions of a Charitable Hospital or Dispensary shall not be less than a specified sum per mensem.

LEAVE AND ALLOWANCES.

The 23rd January 1874.

No. 433.—The Governor General in Council directs that in each of the forms A. B. C. and D. in Appendix A. of the Civil Leave Code the words “*quoting Section and Rule*” be added after the words “(*nature of leave*)” in the heading, the addition falling within the parenthesis; and that the following note be inserted under column 10 in each of the forms A. B. and C. and under column 11 in form D. :—

“(NOTE.—When the leave cannot be extended or commuted, the fact should be stated.)”

The 30th January 1874.

No. 768.—The Governor General in Council directs that the following note be inserted under Section 19 (a) of the Civil Leave Code :—

(NOTE.—A Commissioned Military Officer in Civil employ does not lose his lien during subsidiary leave preparatory to furlough.)

No. 771.—In supersession of the Notification of this Department, No. 1122 dated 17th June 1873, the Governor General in Council is pleased to rule that accommodation on the following scale shall be provided for officers of the Post office Department travelling on duty on a Railway with passes granted them by Railway Company in accordance with the terms of its contract with Government :

Officers whose monthly salaries are—

Not less than Rs. 350,—first class accommodation.

Less than Rs. 350, but not less than Rs. 40,—second class accommodation.

Less than Rs. Rs. 40, but not less than Rs. 25,—intermediate accommodation if available; otherwise, third class accommodation.

Less than Rs. 25,—third class accommodation.

PENSIONS AND GRATUITIES.

The 28th January 1874.

No. 531.—The following erratum is to be substituted for that published at page 23, Part I of the *Gazette of India* of the 17th January 1874, under Notification No. 256, dated 12th idem.

No. 256 dated 12th January 1874.

ERRATUM.—In Notification No. 3755, dated 18th December 1873, published at pages 1018 and 1019 of Part I of the *Gazette of India* of the 20th idem, the first or “age” column in each statement in paragraphs 7, 8, 9, 12 and 14 of the letter of the Officiating Accountant General, Bengal, No. 311P., dated 18th October 1873, should be read as follows :—

Under 50	71—75
51—60	76—80
61—65	81—85
66—70	86 and upwards.
51—60	76—80
61—65	81—85
66—70	86 and upwards.
71—75	

The “age” column in paragraph 5 should also be read as follows :—

51—60	76—80
61—65	81—85
66—70	86 and upwards.
71—75	

For the words within parenthesis in paragraph 13 of the said letter should be read the words “compared with our initial figures.”

The 29th January 1874.

No. 609.—The Governor General in Council directs that the following be inserted as Rule 3 under Section 28 of the Civil Pension Code :—

3. A pension may be given for service rendered at the charge of a local fund even though it do not satisfy the conditions prescribed in this section, if, with the permission of the local Government, the trustees of the fund pay to the Imperial Government the capital value of the pension, which value shall be determined, till further order, by the table given in Appendix F. In such case, the capital value thus paid will be credited to the Imperial Government, and the pension will thenceforth be a charge upon the Imperial revenues.

The Governor General in Council also directs that the following be added as Appendix F of the Civil Pension Code :—

MEMORANDUM ON PENSION-VALUES OF CIVIL PENSIONERS.

The compilation of a table for showing the capital value of pensions depends upon two data, namely, the rate of mortality and the rate of interest.

2. I shall take these two separately, and first discuss the data as to rate of mortality.

3. Observations of native life are extremely few, so few indeed, that those Assurance Companies in Calcutta which accept risks on native lives do not base their calculations on any data regarding native life. One office adopts European military rates, and two others take a certain percentage in addition to European civil rates, as the basis of assurance on native lives. If we were to follow them, we would simply adopt for native rates of mortality something in "excess of European rates.

4. The only regular investigation regarding native life which, so far as I know, has been made, was the work of Dr. Robert Haines, a Surgeon in Bombay, who made elaborate enquiries on the subject, on the basis chiefly of military records, and whose papers were purchased by the Government of Bombay in 1867.

5. The following is a summary of the rates of mortality that resulted from his investigations :—

Age	35—39.	40—44.	45—49.	50—54.	55—59.	60—64.	65—69.	70—74.	75—79.	80—84.	85—89.	90—
A.—Civil Pensioners, Warden's Official Funds, chiefly clerks.	667	..	1 405	2 651	2 561	2 518	5 301	4 128	3 514	1 676	1 156	2 410
B.—Civil Pensioners, chiefly clerks, superannuated on medical certificate.	4	1 042	10 236	3 697	4 138	5 138	2 794	3 161	4 474	9 929	3 226	7 895
C.—Native Military pensioners, and a few others.	1 920	2 760	3 764	4 319	5 200	6 554	8 318	9 831	11 750	12 324	14 109	20 455
D.—Unconventured Service Fund.	1 73	2 12	2 94	3 99	4 15	7 23	8 45		0			

Of these series of results, the first (marked A) and the second (marked B) are based upon observations of only 140 and 164 deaths respectively, so that the area of observation is not wide enough to enable us to accept them with any confidence. This is especially the case with the ages above 80, where, in the first case, the observations were confined to five deaths, in an average of about twenty persons alive each year.

6. The series marked C has a much wider area of observation, 6,355 deaths having occurred among the cases observed; the regular gradation of the result also shows that the area has been sufficiently large to eliminate departures from the average. They may, in my opinion, be accepted as a good guide, in the cases to which they immediately apply, namely, native military pensioners in Bombay; the only question is, whether the circumstances of native civil pensioners in Bengal are sufficiently similar to those of native military pensioners in Bombay, to warrant us in accepting statistics affecting the latter, as a guide towards conclusions affecting the former.

7. I recently had occasion to make a close comparison between the actual deaths occurring among the civil pensioners in Bengal, during the years 1871-72 and 1872-73, and the number of deaths that might be expected according to the rates of the series C, just mentioned. I quote here the results of the comparison, and my observations regarding them.

"The following is a summary of the whole of these statistics :—

DESCRIPTION OF PENSIONERS.	Rate of Pension.	Number.	Actual mortality.	Expected mortality.
INDIA	All	204	25	24·5
BENGAL, MOFUSSIL ...	Under Rs. 10	600	82	66·
	Under „ 50	357	38	44·5
	Over „ 50	105	28	14·
BENGAL, CALCUTTA ...	Under „ 10	83	0	9·5
	Under „ 50	186	16	24·
	Over „ 50	99	11	13·5
MARINE	All	69	4	6·
TOTAL ...		1,603	213	202

"I think, therefore, that it is a pretty fair conclusion that, so far as can be judged from information and calculations, so rough in their nature, the mortality rates, with which we above started, are not far from the average applicable to the case. It is worthy of remark that the younger pensioners show a tendency to excessive mortality (compared with our initial figures), which is easily accounted for by the fact that they are, by the nature of the case, mostly invalids; and that, as we might have expected, the pensioners of the class between Rs. 10 and 50 seem to be more healthy than those on higher, or on lower, pensions."

8. It seems to me therefore that, pending further observation, we should base our mortality tables upon the rates which we have thus examined. It is necessary, however, to make an alteration in respect of the earlier ages. Pensioners in the Civil Department, of ages 35 to 50, are for the most part invalids, and therefore have necessarily a comparatively high rate of mortality. On this ground, therefore, I have taken the rate for these ages at 4 per cent instead of at 1·920, 2·760 and 3·764.

9. The second of the data is the rate of interest to be allowed; and this is a matter for the decision of the Government of India, as the capitalized value is to be received by it, and the interest to be given by it. I know, however, that in a similar case, where the Government of India consented to receive money for annuities, simply at a fair rate of interest, without giving any privilege or donation of any kind, it fixed $3\frac{3}{4}$ per cent (the present Savings' Bank rate) as the rate which it would give.

I take this rate therefore as the basis on which to make the calculation.

10. The calculation and the result are shown in the table appended.

11. In actual practice, the values received from local funds on account of pensions granted, will be credited direct to Government, and the pensions will form a direct charge upon the Government; but if accounts are kept up *pro forma* in which the amounts received or credited, and the amount of pensions paid are debited, and a sum equal to $3\frac{3}{4}$ per cent interest upon the nominal balance credited each year, these accounts will afford an easy means of testing whether the rates of mortality have been so taken as to give fair valuation rates. If the actual mortality corresponds with our estimated rates, the balance of the account should always be equal to the aggregate value of the pensions still outstanding, the values being calculated from the appended table, according to the ages on the date of the valuation. If the actual mortality be less, the balance will be less than the value, and if a decided tendency in this direction should be observed, it will be necessary to revise the rates in favor of the Government. If the actual mortality be greater, the balance will exceed the value, and any marked excess would similarly suggest a revision of the rates in favor of the contributory local funds.

12. It should be added that the results which are shown in the table involve no margin for safety, or for working expenses, no allowance of any kind being made in favor either of the payers or of the receivers of the pension-values. I have confined myself entirely to the question of exact valuation, upon data which involve no margins.

9th October 1873.

J. WESTLAND.

Age. x	Probabi- lity of dy- ing in one year.	Probabi- lity of living one year.	Logarithm of ditto with inter- polations.	Logarithm of No. liv- ing 1 x	Logar- ithm of v	Logarithm of D x =lv x	D x	N x	Logar- ithm of N x	Logarithm of N x D x	Value of annuity.	Adjusted value.*	Value of Pension of Re. 1 a month.
35			9.9823	4.0000	9.4404	3.4404	2757	31893	4.5037	1.0633	11.569	12.036	Rs. 144
36			9.9823	3.9823	4.244	4.067	2551	29342	4.675	.0608	11.503	11.967	143
37	.04	.9600	9.9823	3.9646	4.084	3.730	2360	26982	4.311	.0581	11.431	11.982	142
38			9.9823	3.9469	3.924	3.393	2184	24798	3.944	.0551	11.353	11.811	141
39			9.9823	3.9292	3.764	3.056	2021	22777	3.575	.0519	11.269	11.724	140
40			9.9823	3.9115	3.605	2.729	1871	20906	3.203	.0483	11.176	11.626	139
41			9.9823	3.8938	3.445	2.383	1731	19175	2.827	.0444	11.076	11.523	138
42	.04	.9600	9.9823	3.8761	3.285	2.046	1602	17573	2.448	.0402	10.970	11.413	137
43			9.9823	3.8584	3.125	1.709	1482	16091	2.066	.0357	10.857	11.294	135
44			9.9823	3.8407	2.965	1.372	1372	14719	1.679	.0307	10.732	11.164	133
45			9.9823	3.8230	2.805	1.035	1269	13450	1.287	.0252	10.597	11.025	132
46			9.9823	3.8053	2.645	.698	1174	12276	.891	.0193	10.454	10.875	130
47	.04	.9600	9.9823	3.7876	2.485	.361	1087	11189	.488	.0127	10.297	10.712	128
48			9.9823	3.7699	2.325	.024	1006	10183	.0079	.0055	10.128	10.540	126
49			9.9823	3.7519	2.165	2.9684	939.8	9253	3.9663	.0979	9.952	10.359	124
50			9.9814	3.7336	2.006	.9342	859.5	8393	.9239	.9897	9.766	10.171	122
51			9.9811	3.7150	1.846	.8396	793.6	7599	.8808	.9812	9.576	9.977	119
52	.0432	.9568	9.9808	3.6961	1.686	.8447	732.3	6867	.8368	.9721	9.378	9.774	117
53			9.9809	3.6769	1.526	.8295	675.3	6192	.7918	.9623	9.169	9.566	114
54			9.9792	3.6569	1.366	.7935	621.6	5570	.7439	.9524	8.962	9.358	112
55			9.9784	3.6361	1.206	.7567	571.1	4999	.6989	.9422	8.754	9.150	109
56	.0520	.9480	9.9776	3.6145	1.046	.7191	523.7	4475	.6508	.9317	8.545	8.940	107
57			9.9768	3.5921	.886	.6807	479.4	3996	.6016	.9209	8.335	8.729	104
58			9.9756	3.5689	.726	.6415	438.0	3558	.5512	.9097	8.123	8.519	102
59			9.9743	3.5455	.566	.6011	399.1	3159	.4995	.8984	7.914	8.312	99
60			9.9731	3.5188	.407	.5595	362.7	2796	.4465	.8870	7.709	8.109	97
61			9.9718	3.4919	.247	.5166	328.6	2467	.3922	.8756	7.509	7.911	94
62	.0655	.9345	9.9706	3.4637	.087	.4724	296.8	2170	.3365	.8641	7.313	7.716	92
63			9.9690	3.4343	8.9927	.4270	267.3	1903	.2794	.8524	7.119	7.526	90
64			9.9673	3.4033	9.757	.3800	239.9	1663	.2209	.8409	6.933	7.345	88
65			9.9656	3.3706	9.607	.3313	214.4	1449	.1611	.8298	6.758	7.174	86
66			9.9639	3.3362	9.447	.2899	190.9	1258	.0997	.8188	6.589	7.008	84
67	.0832	.9168	9.9623	3.3001	9.287	.2288	169.4	1088.8	.0369	.8081	6.428	6.852	82

Extract from the Proceedings of the Government of India in the Home Department (Public).—No. 5-220, under date the 16th January 1874.

READ again—

Notification No. 3742, dated 21st August 1867, prescribing rules for the submission, receipt, and transmission of memorials, &c., addressed to Her Majesty's Government by individuals, public officers &c., in India.

Read again the following correspondence with the Governments of Madras, of the North-Western Provinces, and of the Central Provinces, proposing that Local Governments should be enabled, under certain conditions, to withhold the transmission of appeals against their own orders to the Government of India.

From the Government of the North-Western Provinces, No. 976 A., dated the 21st June 1872

To ditto ditto, No. 3169, dated the 8th August 1872.

From the Government of Fort St. George, No. 1898, dated the 2nd December 1873.

From the Chief Commissioner, Central Provinces, No. 3821-191, dated 26th November 1873.

RESOLUTION.—As far as regards clause 5 of Rule XIII of the rules regarding the manner of dealing with memorials addressed to Her Majesty's Secretary of State, the Governor-General in Council is pleased to issue the following instructions for the guidance of local Governments and Administrations. Where the executive has retained no legal power of interference with a judicial order, as in the instance of a decree on a private suit, it is clearly for the benefit of the public that their appeals should not be uselessly sent on; but where the Government has reserved any discretion whatever of interference, or where the Government is in any way concerned as a party to the suit, the rule of transmission must be invariable.

No. 125.

FINANCIAL DEPARTMENT.

The 9th January 1874.

READ the following papers regarding the mode in which fees on documents awaiting registration are dealt with :—

From Home Department, No. 3147, dated 11th October 1873.

From Home Department, No. 3688, dated 10th December 1873.

RESOLUTION.—Section 78 of the Registration Act, VIII of 1871, declares that all fees for the registration of documents under the Act are payable on the presentation of such documents. It further appears that the procedure followed in the various local Governments and Administrations in dealing with the fees so received is not uniform, and that in most provinces it is in contravention of the rules of account and audit, inasmuch as the fees are not brought daily to account in the public accounts, but are kept for some time in the personal custody of the registering officers, who occasionally allow refunds of fees out of the money thus retained by them.

2. With a view to putting a stop to this irregular procedure, His Excellency the Governor-General in Council is pleased to rule—

1st.—That fees on documents presented for registration shall not be retained in the personal custody of any public officer longer than may be absolutely necessary, but shall be dealt with in the same way as other public money and be paid at once into the nearest treasury.

2nd.—That in order to provide for refunds being made without unnecessary delay, the local Governments, when a recommendation to that effect is made by the Inspector General of Registration or officer exercising the powers of an Inspector-General of Registration, may allow to each, registering officer a permanent advance of not more than Rs. 20, from which refunds may be made at once, bills in detail for the amount being afterwards submitted in the usual way.

No. 613.

The 28th January 1874.

READ the under-mentioned papers regarding the supply of clothing to peons employed in Government offices :—

* * * * *

RESOLUTION.—The Governor-General in Council is pleased to prescribe the following rules for the supply, at the public expense, of liveries to messengers :—

Rules.

- I.—Liveries are supplied to messengers on the staff of His Excellency the Viceroy and their Excellencies the Governors of Madras and Bombay at the charge of the household allowances, and these rules do not apply to such messengers.
- II.—Liveries may be supplied to messengers on the staff of the Hon'ble the Lieutenant Governors at their discretion according to existing arrangements.
- III.—Until further orders, liveries may be supplied to the establishments of the Political Department under existing arrangements.

IV.—Liveries may be supplied under Rule V to messengers on the following establishments :—

A High Court.

The Staff of a Chief Commissioner or Agent to the Governor-General, and of the Resident, Hyderabad.

The Secretariat of any Government.

A Chief Court.

A Board of Revenue.

A Judicial Commissioner.

A Financial Commissioner.

The Commissioners of Revenue and Police in the Bombay Presidency.

Any establishment located on public grounds at a hill station.

V.—To every messenger on the establishments specified in Rule VI a suitable livery may be supplied every second year at such a cost (not exceeding Rs. 20) as may be fixed by the Local Government. In case of much wear and tear through travelling, the Local Government may authorize the more frequent supply of liveries, but never more than one suit a year. The limit of Rs. 20 does not apply in the case of jamadars and other petty officers of orderlies. The limit in the case of such petty officers is to be Rs. 40.

VI.—Liveries are not to be provided at the public expense for any other messengers.

No. 754.

The 31st January 1874.

Read again—

Financial Resolution No. 142, dated 30th April 1870, regarding the prohibition of the purchase in England of books, &c., required for the public service otherwise than through the Secretary of State.

Read also—

Financial Despatch to Secretary of State for India, No. 437, dated 2nd October.

Reply from ditto ditto No. 567, dated 4th December 1873.

RESOLUTION.—With the sanction of the Secretary of State for India, the Governor-General in Council is pleased to declare that the rule above referred to does not apply to purchases of second-hand books, which could very often be bought in India for less than the price at which they can be procured from England.

LEAVE AND ALLOWANCES.

The 5th February 1874.

No. 929.—The Governor General in Council is pleased to rule that no public servant shall draw travelling allowances for a journey taken from his head quarters to visit any place not more than five miles distant therefrom.

The 6th February 1874.

No. 972.—The Governor-General in Council directs that the following be added as case (d) under Section 67 of the Acting Allowance Code :—

(d.) A graded officer of the geological survey may, on the occurrence of a temporary vacancy in the graded list of the department, be temporarily allowed a salary equal to the pay to which he might, under the rules of the department, have been promoted if the vacancy had been permanent.

HOME DEPARTMENT.

The 13th February 1874.

No. 487.—His Excellency the Governor General in Council is pleased to declare, in continuation of preceding orders upon the same subject, that covenanted civil servants, and military officers in civil employ, and all persons holding civil offices ordinarily held by covenanted or commissioned officers of two classes aforesaid, are prohibited henceforward from acquiring or holding land within the province with the administration of which they are concerned, whether that connection be permanent or temporary.

This order will not necessarily take retrospective effect.

FINANCIAL DEPARTMENT.

PENSIONS AND GRATUITIES.

The 13th February 1874.

No. 1098.—The Governor General in Council directs that the words "and the leave and other rules in force for Uncovenanted Servants generally" be substituted for the words "and leave rules which were promulgated with them on the 8th June 1863," in Section 4 (b) of the Civil Pension Code.

The 13th February 1874.

No. 1101].—In exercise of the power conferred by Section 16 of the General Stamp Act, the Governor General in Council is pleased to remit the duty chargeable on the following receipts:—

- (a) Receipts for pay given by non-commissioned officers or soldiers of Her Majesty's Army or Her Majesty's Indian Army not being in civil employ.
- (b) Receipts for pensions or allowances given by persons receiving pensions or allowances in respect of their services as non-commissioned officers or soldiers and not being in civil employ.
- (c) Receipts given by holders of family certificates in cases where the person from whose pay or allowances the sum comprised in the receipt has been assigned is a non-commissioned officer or soldier of either of the said Armies, and is not in civil employ.

FOREIGN DEPARTMENT.

The 20th February 1874.

No. 475P.—The following Regulation is published for general information:—

PUNJAB FRONTIER REGULATION No. 9.

Whereas by a Resolution passed by the Secretary of State in Council on the 6th day of October 1870, the provisions of the 33rd of Victoria, Chapter 3, Section 1, were declared applicable to the districts of Bannu, Derah Ismail Khan and Derah Ghazi Khan; and whereas the Lieutenant-Governor of the Panjab has proposed to the Governor General in Council a draft of the following Regulation, together with the reasons for proposing the same; and whereas the Governor General in Council has taken such draft and reasons into consideration, and has approved of such draft, and the same has received the Governor General's assent:

In pursuance of the direction contained in the said section, the said draft is now published in the *Gazette of India*, and will be published in the local Gazette, and will thereupon have the force of law.

I.—This Regulation may be called “The Frontier Grazing Regulation, 1874.”

II.—In this Regulation “cattle” includes also elephants, camels, buffaloes, horses, mares, geldings, ponies, colts, fillies and mules.

III.—No cattle, sheep, asses or goats shall, except in the cases provided for in Section IX, be grazed to the west of the frontier military road in the districts of Bannu, Derah Ismail Khan, and Derah Ghazi Khan, without being accompanied by an armed guard of not less than the following strength, namely:—

(a).—For sheep, goats and asses, where the number does not exceed one hundred, one man; for every additional hundred, or part of a hundred, one man.

(b).—For cattle, where the number does not exceed one hundred, two men; for every additional hundred, or part of a hundred, two men.

Whereas in the Marwat District of Bannu the frontier military road skirts the foot of the hill ranges in independent territory, no cattle, sheep, asses or goats, except as provided for in Section IX shall be grazed on the lands of any village which immediately adjoins the frontier unless accompanied by an armed guard of the strength already mentioned.

IV.—Any cattle, sheep, asses or goats discovered by the patrols grazing within the abovementioned limits unaccompanied by the guard prescribed in the preceding section shall be seized and sent to the nearest police station.

V.—No animals taken to a police station under the preceding section shall be released, except on payment of the following penalties in addition to all charges incurred in seizing and keeping them:—

For each camel	2 annas.
“ head of cattle other than camels,
and for each ass	1 anna.
“ sheep or goat	3 pies.

VI.—When animals which have been carried off owing to the gross negligence of the owners and their failure to comply with the requirements of this Regulation are subsequently recovered by the police or by other officers of Government, the following penalties shall be exacted on their restoration to the owners in addition to all charges incurred in recovering and keeping them:—

For each camel	5 rupees.
“ head of cattle other than camels	1 rupee.
“ ass	8 annas.
“ sheep or goat	2 “

VII.—If the owner of any animals seized or recovered under this Regulation, or his agent appear and refuse to pay the penalties and charges incurred, the animals or as many of them as may be necessary, shall be sold under the orders of the Deputy Commissioner, to defray the said charges and penalties as nearly as may be in accordance with the rules prescribed for impounded cattle by Section 16 of “the Cattle Trespass Act, 1871.”

VIII.—If any animals seized or recovered under this Regulation be not claimed within seven days from the date of their being so seized or recovered, they may, after proclamation of the number and description of the animals, the place where they were seized or recovered, and the police station to which they have been taken, be sold under the orders of the Deputy Commissioner as nearly as may be in conformity with the rules prescribed for impounded cattle by Section 14 of “the Cattle Trespass Act, 1871. The surplus proceeds of sale after deducting all

penalties and charges shall be held in deposit for three calendar months, and, if no claims thereto be preferred and established within that period, shall, at its expiry, be at the disposal of the local Government.

IX.—When tracts of territory, hill and plain, on both sides of the frontier line in the districts before mentioned are occupied by members of the same tribe (as in the cases of the Ushteranie in Derah Ismail Khan, and of the Ahmadzai Wazirs in Bannu), the Deputy Commissioner of the district, may in his discretion accept written guarantees from the headmen of such tribes for the security of cattle, sheep, asses or goats at graze on the border should such headmen represent that armed guards are unnecessary; and in the event of his accepting such guarantees, the tracts in question shall be exempt from the operation of Sections III, IV and V of this Regulation. Information of such exemptions from the operation of the said sections shall be invariably conveyed to the Officer Commanding the Militia and Outposts.

FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

The 20th February 1874.

No. 1262.—Under existing rules, uncovenanted servants, with some exceptions, when transferred from one appointment to another, are entitled on certain conditions to travelling allowance at four annas a mile. In modification of those rules, the Governor General in Council is pleased to decide for the future, that when an uncovenanted servant, belonging to any graded service other than the Postal or Telegraph Department, is transferred from one office to another, he may, if the conditions on which travelling allowance is admissible to him on account of such transfer be fulfilled, draw travelling allowance at 8 annas a mile.

PENSIONS AND GRATUITIES.

The 20th February 1874.

No. 1266.—The Governor General in Council directs that the following be added as case (c. 1) under section 102 of the Civil Pension Code:—

- (c. 1) Men who served with the 1st Regiment, Nagpur Irregular Infantry, or with the Mulkī Horse during the mutiny in 1857, count two years additional service.

SEPARATE REVENUE.—STAMPS.

The 20th February 1874.

No. 1293.—In exercise of the powers conferred by section 35 of the Court Fees Act VII of 1870, the Governor General in Council is pleased to remit the whole of the fees chargeable on applications in writing relating exclusively to the purchase of salt, the property of Government.

LEAVE AND ALLOWANCES.

The 27th February 1874.

No. 1345.—With the sanction of the Secretary of State for India in Council, the Governor General in Council directs that the following be substituted for Section 7 of Supplement F to the Civil Leave Code :—

Section 7.—Furlough may be granted as follows to an officer who has not had leave on private affairs :—

After ten years' service, one year or any less period, and thereafter at intervals of not less than eight years, one year or any less period, or

After eighteen years' service, two years or any less period, and thereafter at intervals of not less than eight years, one year or any less period :

Provided that not more than two years in all may be granted.

SEPARATE REVENUE.—CUSTOMS.

The 25th February 1874.

No. 1366.—In exercise of the powers conferred by Act XVIII of 1870, the Governor General in Council is pleased to exempt untanned skins and hides imported into British India from the whole of the duties of customs to which they are liable under the Indian Tariff Act, 1871.

No. 492, dated 10th February 1874, from Secretary to the Government of India, Military Department, to the Quartermaster-General.

I AM directed to acknowledge the receipt of your letter No. 706, "*Lock Hospitals*," dated the 28th January 1874, and, in reply, to acquaint you, for the information of the Right Hon'ble the Commander-in-Chief, that the Government of India are pleased to sanction the proposal of the Sanitary Commissioner with the Government of India, and which has received the support of His Excellency, that the money realized from fines inflicted on prostitutes be kept as a special fund, from which destitute women may receive assistance.

No. 1307, dated 15th February 1874, from Secretary to the Government of India, Financial Department, to the Chief Secretary to the Government of Bombay.

IN acknowledging the receipt of your letter No. 4501, dated 27th December 1873, I am directed to state that fractions of the anna should, as far as may be convenient, be avoided; but that it is not desirable that the column for pies should be altogether abolished from the public accounts. If such fractions occur in the earlier stages of the accounts, it is necessary to record them, but in the later stages they may, as is now done, be thrown out with advantage.

No. 44, dated 12th March 1874, from Secretary to the Government of India, Home Department, to the Secretary to Government, Panjab.

I AM directed to acknowledge the receipt of your letters marginally noted,

No. 862, dated 10th June 1873, and enclosures. on the subject of establishing a system of quarantine in towns
" 904, dated 17th " of Agriculture, Revenue and villages in the Panjab.
addressed to the Department " of Agriculture, Revenue and Commerce.

2. In reply, I am to say that the Government of India concur with the views of the Panjab Government as contained in paragraph 4 of the circular enclosed in your letter of the 10th June. Indeed it is difficult to say how any civil quarantine, sufficiently strict and complete to be effective, can be legally enforced at present in cantonments, so long as the only orders on the subject of quarantine are those embodied in the 7th Rule of the Military G. O. of the 3rd August 1870. The Government of India rely upon Local Governments for giving reasonable and moderate effect to the provisions therein laid down within and without cantonments.

* No. 502, dated 13th November, and enclosures. 3. A copy of a communication* from the Military Department on the subject is herewith forwarded for information.

Memo No. 501, dated 13th November 1873, from Secretary to the Government of India, Military Department, to the Secretary to the Government of India, Dept. of Agriculture, Revenue and Commerce.

WITH reference to the memorandum from the Department of Agriculture, Revenue and Commerce, "Sanitary," No. 173, dated 17th July 1873, forwarding, for an opinion in the Military Department, correspondence on the subject of the system of quarantine adopted in the Panjab, the undersigned is directed to forward copies of the correspondence noted in the margin, and to refer to the decision communicated to the Home Department in memorandum No. 539, dated the 19th August 1873.

2. He is, however, to remark that this decision was given in deference to the strong opinion held by His Excellency the Commander-in-Chief in regard to the efficacy of quarantine, and can be applied only to Military cantonments, but the Military Department are decidedly of opinion that the system should entail no hardship, and that it is for the Home Department to bring forward any case when the enforcement of the system, from the position of the cantonment or the nature of the quarantine established, unduly presses on the people, or interferes with the trade of the county.

No. 4033, dated 8th August 1873, from Quartermaster-General, to the Secretary to the Government of India, Military Department.

IN acknowledging Military Department No. 615, dated 21st July 1873, forwarding, for the opinion of the Right Hon'ble the Commander-in-Chief, certain correspondence of the Panjab Government, herewith returned, regarding the application of quarantine during the prevalence of cholera to native cities in the vicinity of military cantonments, I am instructed to reply as follows.

2. The Right Hon'ble the Commander-in-Chief has already, in this office letter No. 3063, dated 30th June 1873, submitted for the information of Government memoranda by Surgeon-General Beatson and Deputy Surgeon-General Crawford, in which the merits of the quarantine system were exhaustively discussed.

3. His Excellency also intimated his general concurrence in the views therein expressed, and recorded his opinion that to discontinue quarantine during the prevalence of cholera would be to abandon "a means of protection which is probably to a certain extent effective, and which certainly can do no harm."

4. There are no new facts or arguments now adduced leading to a modification of these views, and His Excellency's opinion remains as before, that the enforcement of quarantine so far as may be possible is under such circumstances advisable in the interests of the public health.

5. The Commander-in-Chief remarks that, if by this means the entry of the disease into cantonments is delayed for even a few days, the gain is great, for the duration of cholera in its epidemic form is seldom very long.

6. In conclusion, His Excellency regrets that such divergent views on a point of so much importance should be held by the highest medical authorities.

No. 616, dated 18th August 1873, from Sanitary Commissioner with the Government of India, to the Officiating Deputy Secretary to the Government of India, Military Department.

I HAVE the honor to return the papers received for opinion under cover of your No. 506, dated the 14th instant, regarding quarantine as a means of protecting cantonments from cholera.

2. On this important subject I have nothing to add to what I have already said in my letters noted in the margin, and in my report on the epidemic of 1872, which is now in the press, and of which I hope to be able to submit copies in a few weeks.

To Military Department, No. 249, dated 23th April 1873.
To ditto, No. 575, dated 4th August 1873.

3. The question at issue is not a medical question, but one, on which a sound opinion may be formed just as well by unprofessional persons who are acquainted with the facts. The point to be determined is simply whether there is any evidence to show that quarantine has done good, or whether the evidence is altogether to the contrary. If the advocates of the system can bring forward a single fact in its favor, if they can shew that it has delayed the appearance of cholera for a day or even for an hour, there will be some ground for urging its continuance, and it will then become a question whether the possible benefit to be derived from it counterbalances the positive evils which it entails.

But no such facts have been adduced, and without them no merely theoretical opinion can form the basis for any sound conclusion.

No. 151T, dated 17th March 1874, from Secretary to Government of India, Public Works Department, to the Director-General of Telegraphs in India.

I am directed to acknowledge the receipt of your letter No. 311, dated 21st October last, soliciting the orders of the Government of India as to the course which should be adopted by officers of the Telegraph Department when called upon to produce telegrams in courts of justice.

2. In reply, I am to state that the following procedure should be followed:—

1st.—Where such requisitions are received, a reference should always be made to Government or chief administering authorities of the province, if there is time to do so, and the court sending the requisition would ordinarily grant time for the reference.

2nd.—If there be no time for this reference, and the telegraph officials think the production of the telegram unobjectionable on public grounds, it may be produced. If they see any objection, an official of the department should attend with the message and state the objection. If the telegram concerns *public affairs*, it should not in any case be disclosed without an order from Government.

3. It must be understood that the foregoing procedure is to be made applicable only in the case of the particular message or messages specified in the requisition, and that no order to search for a message, or inspect the records, should be obeyed without the consent of Government.

No. 1819, dated 19th March 1874, from Under Secretary to the Government of India, Financial Department, to the Secretary to Government, Panjab.

I am directed to request that the half yearly reports called for in my letter No. 384, dated 19th June 1872, of all instances coming under the operation of Section 17 of the Indian Coinage Act (XXIII of 1870) may be submitted in the form of the accompanying statement, and that all the reports from the commencement of 1872-73 may be submitted in the same form.

Statement showing the Number and Value of Uncurrent and Spurious Coins cut.

DISTRICT.	WORN.				TAMPERED WITH.				COUNTERFEIT.			
	1872.		1873.		1872.		1873.		1872.		1873.	
	30th June.	31st Decr.	30th June.	31st Decr.	30th June.	31st Decr.	30th June.	31st Decr.	30th June.	31st Decr.	30th June.	31st Decr.
	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.	No. Value.

FOREIGN DEPARTMENT.

The 6th March 1874.

No. 50 R. The following Regulation is published for general information :—

Panjab Frontier Regulation, No. 10.

Whereas the Secretary of State in Council has, by resolution in Council, declared the provisions of the thirty-third of Victoria, Chapter three, applicable to the districts of Hazára, Pesháwar, Kohát, Bannú, Derah Ismail Khán, and Derah Gházi Khán ;

And whereas the Lieutenant-Governor of the Panjab has proposed to the Governor General in Council a draft of the following Regulation, together with the reasons for proposing the same ;

And whereas the Governor-General in Council has taken such draft and reasons into consideration, and such draft has been approved of by the Governor-General's assent :

In pursuance of the direction contained in the 1st Section of the said thirty-third of Victoria, Chapter three, the said draft is now published in the *Gazette of India*, and will be published in the *Local Gazette*, and will thereupon have the force of law ;—

1. This Regulation may be called "The Hazara Settlement Rules Amendment Regulation." It extends to the District of Hazara only.

2. The third, fourth and fifth of the Rules entitled Hazara Settlement Rules, in Clause 13 of the Panjab Regulation, published in Foreign Department Notification, No. 31P., dated 5th January 1872, shall be repealed.

3. Act IX of 1871 (the Indian Limitation Act, 1871,) shall have the same force in the district of Hazara as in the other districts of the Panjab.

4. Nothing hereinafter contained applies to claims instituted under the Hazara Settlement Rules before the date on which this Regulation comes into force or admissible under the 64th of the said Rules.

5. On and from the date on which this Regulation comes into force, Nos. 49 to 53 of the said Rules, both inclusive, shall be repealed.

FINANCIAL DEPARTMENT.

The 10th March 1874.

No. 1639.—The Governor-General in Council directs that the following be added to the examples under Section 24 (b) of the Acting Allowance Code :—

"A director of public instruction doing the work of one of his inspectors, or one inspector (in the Educational Department) doing the work of a fellow inspector, in addition to his own."

The 11th March 1874.

No. 1680.—The Governor-General in Council is pleased to rule that when an Uncovenanted Officer is transferred from one appointment to another of at least equal rank, in the same or in another province, under circumstances entitling him to travelling allowance, he shall receive such allowance at the mileage rate admissible for rapid journeys on the duties of the appointment from which he is transferred.

When, as in the Bombay Presidency, a permanent travelling allowance of not less than Rs. 150 a month is attached to the appointment from which the officer is transferred, the rate admissible to him under the foregoing rule is eight annas a mile by road, and three annas a mile by rail.

The Notification No. 1262, dated 20th February 1874, is cancelled.

The rules for travelling allowance to Hospital Assistants, Native Doctors and any classes for whom there are no mileage rate for journeys within their districts, are not affected by this order.

The 12th March 1874.

No. 1704.—The Governor-General in Council directs that the following be inserted as Rule 1 (b 1) under Section 28 of the Civil Leave Code :—

1 (b 1).—Leave may be granted with retrospective effect from the date on which it is admissible.

The Governor-General in Council also directs that the following be inserted as a foot note under the above rule :—

"Applies to leave granted under any of the supplements to this Code."

The 13th March 1874.

No. 1739.—In exercise of the power conferred by section 16 of the General Stamp Act, 1869, the Governor-General in Council is pleased to remit the whole of the duties chargeable under the said Act on instruments relating to land, or benefits to arise out of land, executed by members of the following tribes residing in the Bannú district within the limits hereinafter specified :—

This Notification does not apply to any instrument executed after 31st December 1876.

Ahmedzai Wazirs.

Bounded—North, independent territory; east, territory of Nawab Khwajah Muhammad Khan Khattak; south, Kurm river, Serrani tappahs and the Murwat thall; west, independent territory.

Utanzai Wazirs.

Bounded—North, independent territory and Kurm river; east, Banuchi tappahs and Muawat thall; south, Murwat thall; west, independent territory.

Bhittannis.

Bounded—North, independent territory and Murwat thall; east, Murwat thall; south, Murwat thall; west, independent territory.

Bhittanni location of Karam tala.

Surrounded by Murwat thall.

Bungi Khels (Khattaks.)

Bounded—North, territory of Nawab Khwajah Muhammad Khan Khattak; east, lands of the Sagri Khattaks; south, river Indus and Kalapagh; west, same as north.

FINANCIAL DEPARTMENT.

The 19th March 1874.

No. 1869.—The Governor General in Council is pleased to rule that when travelling allowance is drawn by any public officer on leaving his station, the point from which distance is reckoned shall be the chief public office at the station or any other point in the station which may be fixed for the purpose by the local Government.

The 20th March 1874.

No. 1873.—The following letter addressed to the Mint Master, Calcutta, is published for general information :—

In acknowledging the receipt of your letter No. 980, dated 21st January 1874, reporting on the state of the copper coinage in Calcutta, I am directed to state that the Governor General in Council considers it desirable to offer the Podars a sufficient inducement to pick out all worn pice and present them for exchange for fresh pice or rupees at the Currency Office and at the Mint. With this object, His Excellency in Council has resolved to

give an allowance of half an anna in the rupee whenever worn pice are brought to those Officers in parcels of not less than Rs. 50 worth, provided always that they are recognizable as Government pice.

The allowance now authorised should be charged to Grant XII, "Mint."

The 19th March 1874.

No. 1871.—The Governor General in Council directs that the following be inserted as Rule 1, under Section 35 of the Civil Pension Code, and that the present rule 1 be numbered 1 (a) :—

1. The contribution prescribed in this section shall not be levied from any officer who is lent to a Native State, Municipality, &c., for temporary employment for a period not exceeding six months.

The 27th March 1874.

No. 2079.—The Governor General in Council is pleased to sanction the insertion of the following rule under section 5 of the Civil Leave Code:—

1. *Exception.*—An officer discharged from the Indian Navy on its abolition and subsequently re-employed in the public service, may count service in the Indian Navy towards leave after his re-employment. Any leave taken by such officer while in the Indian Navy will be treated in calculating the leave due to him under this rule as if such leave had been taken under the rules to which he became subject on re-employment.

The 18th March 1874.

No. 21—771.

Extract from the Proceedings of the Government of India, in the Home Department, (Public), under date Fort William, the 9th March 1874.

READ again—

Home Department Resolution No. 5—220, dated 16th January 1874.

RESOLUTION.—The Resolution cited above is hereby cancelled.

2. As far as regards clause V of Rule XIII of the Rules regarding the manner of dealing with memorials addressed to Her Majesty's Secretary of State, the Governor-General in Council is pleased to issue the following instructions for the guidance of Local Governments and Administrations: Where the executive has retained no legal power of interference with a judicial order, as in the instance of a decree on a private suit, it is clearly for the benefit of the public that their appeals should not be uselessly sent on; but where the Government has reserved any discretion whatever of interference, or where the Government is in any way concerned as a party to the suit, the rule of transmission must be invariable.

3. These instructions refer only to memorials addressed to the Secretary of State for India, and are not intended to affect memorials addressed to the Government of India.

No. 2145, dated 31st March 1874, from Under-Secretary to the Government of India, Financial Department, to the Officiating Deputy Accountant-General, British Burmah.

In reply to your letter No. 6298, dated 14th March 1874, I am directed to say that the belt and badge ordinarily worn by peons are not included in the term "livery" in Financial Resolution No. 613, dated 28th January 1874.

HOME DEPARTMENT.

The 2nd April 1874.

No. 1001.—In modification of that part of Home Department Resolution dated 28th November last, and published in the *Gazette of India* dated the 29th November, which contained a list of places of import of arms and ammunition by sea, and of the officers authorized to grant licences, His Excellency the Governor General in Council, in the exercise of the power vested in him by Section 17 of Act XXXI of 1860, has been pleased to authorize the under-mentioned officers to grant licences for the importation into British India by sea of arms and ammunition at the ports mentioned opposite their names, and for importation into British India by land at the places specified below :—

Officers authorized to grant licences.	Names of Ports.
Chief Secretary to the Government of Madras	MADRAS,
Commissioner of Police	Bimlipatam, Coconada, Tuticorin, Calicut Mangalore, Negapatam, Madras.
Commissioner of Police, Bombay, Commissioner in Sindh The Resident at Aden	BOMBAY.
Commissioner of Police, Calcutta	Bombay. Kurrachee. Aden.
Commissioner of Police, Calcutta	BENGAL.
Chief Commissioner of British Burma	Calcutta.
Chief Commissioner of British Burma	BRITISH BURMA,

IMPORT BY LAND.

The officers authorized to grant licences to import arms and ammunition by land into any part of the territories under the Government of India, are—the Secretary to the Government of India, Foreign Department, or such officers as he may appoint; the Secretaries to the Government of Bengal, Northern-Western Provinces and the Punjab; and such officers as the Governments of Madras and Bombay shall appoint for those Presidencies respectively.

FOREIGN DEPARTMENT.

The 1st April 1874.

No. 72R.—The following Regulation is published for general information :—

PANJAB FRONTIER REGULATION No. 11.

Regulation to amend the "Hazara Tenancy Regulation, 1873," (published in Foreign Department Notification, No. 55R, dated 1st April 1873).

Whereas the Secretary of State in Council has, by Resolution in Council, declared the provisions of the thirty-third of Victoria, Chapter three, applicable to the Districts of Hazara, Peshawar, Kohat, Bannu, Dera Ismail Khan and Dera Ghazi Khan :

And whereas the Lieutenant Governor of the Panjab has proposed to the Governor General in Council a draft of the following Regulation, together with the reasons for proposing the same :

And whereas the Governor General in Council has taken such draft and reasons into consideration, and such draft has been approved of by the Governor General in Council, and has received the Governor General's assent :

In pursuance of the direction contained in the 1st Section of the said thirty-third Victoria, Chapter three, the said draft is now published in the *Gazette of India*, and will be published in the *Local Gazette*, and will thereupon have the force of law :—

1. This Regulation shall extend only to the Hazara District of the Panjab.
2. Section 9 of the Hazara Tenancy Regulation 1873, shall be read and construed as though the second clause of the section had not been enacted.
3. This Regulation shall be read with, and taken as part of, the Hazara Tenancy Regulation, 1873.

FINANCIAL DEPARTMENT.

The 31st March 1874.

No. 2124.—The following Financial Resolution, dated the 10th December 1861, is republished for general information :—

From correspondence that has lately passed between the Foreign Department and the Agent, Governor General, for the States of Rajputana, it appears that for upwards of a quarter of a century a fund called the "Batta Fund" has been in existence in the Mhairwara District, the money belonging to which remained in the hands of the Treasurer of the Deputy Commissioner of that district, without being exhibited in any shape whatever in the public accounts. To prevent such irregular proceedings, His Excellency the Governor General of India in Council directs all Officers of Government to bear in mind that all transactions to which they, in their official characters, are parties, must in future, without any reservation, be brought to account, and all monies be deposited in the Government treasuries.

The 2nd April 1874.

No. 2201.—In exercise of the powers conferred by Section 16 of the General Stamp Act, XVIII of 1869, the Governor General in Council is pleased to reduce the

duties chargeable under the said Act on the under-mentioned classes of instruments, and to order that such duties shall be chargeable according to the following scale:—

Class of Instrument.

Release of any claim secured by a document chargeable with stamp duty of less than Rs. 8.

Release of any claim affecting any property when such claim is not secured by a document chargeable with stamp duty, if the value of the property is expressed in the release and does not exceed Rs. 700.

Instrument of divorce executed by a Mahomedan husband, whether by way of "tulak," "khoola," or otherwise.

Stamp.

The stamp duty with which such document is chargeable.

The stamp duty with which a conveyance of the property would be chargeable if the consideration for the conveyance equalled the value of the property expressed in the release.

A stamp of one rupee.

LEAVE AND ALLOWANCES.

The 17th April 1874.

No. 2466.—The Governor-General in Council is pleased to declare that the scale of servants prescribed in the Notification of this Department, No. 778, dated the 31st January 1872, for public officers provided with free passage by sea, is also applicable to officers provided with free passage on river steamers.

TELEGRAPH.

The 13th April 1874.

No. 217.—The Governor General in Council is pleased, in exercise of the authority conferred on him by the 7th Section of Act VIII of 1860, to sanction the following General Rules for working the Telegraph Lines of State Railways in India:—

1. The construction, maintenance and repair of the lines shall be vested in the Government Telegraph Department, the Officers of which shall be permitted to erect and maintain posts and wires and other appurtenances of a telegraph, within the railway fences, to such an extent as, under the orders of the Director General of Telegraphs, may be required.

2. The Railway authorities shall allow all officers, inspectors, artificers, workmen and others employed by the Government Telegraph Department in the construction or repair of the lines of telegraph within the railway boundaries, to enter on the Railway premises, and shall give such persons all reasonable facilities for travelling, and for transporting material along the lines.

3. The Government Telegraph Department will supply to the authorities of each Railway for their exclusive use as many of the wires erected along the Railway as the Government of India, in the Public Works Department, may consider necessary for the proper working of the Railway, at a fair rent to be fixed from time to time by the Government.

4. The instruments in the Railway Offices shall be of a pattern approved by the Government Telegraph Department, which will supply them.

5. The technical inspection of the Railway Offices, the regulation of the instruments and their repair shall be undertaken by the Government Telegraph Department on payment by each Railway of an annual sum, which may be either the

actual cost or a lump sum in the way of contract, as may be mutually agreed upon between the Government Telegraph Department and the Officers of each Railway.

6. The Railway Offices shall be connected by wire with the offices of the Government Telegraph Department wherever the latter may so desire, and the Railway authorities shall afford all necessary facilities for establishing and maintaining the connection.

7. The telegraph staff of each Railway shall be wholly and exclusively controlled and paid by the Railway authorities, but shall be amenable to the penal clauses of the Telegraph Act No. VIII of 1860, in the same manner as if they were employés of the Government Telegraph Department.

8. Each Railway shall work the wires rented to it subject to the general control of the Public Works Department of the Government of India for its own purposes only, excepting so far as is provided by the subsequent conditions.

9. Messages tendered at any Railway Office for transmission to any part of India, and messages transferred from a Government Telegraph Office, or from a Telegraph Office of an adjoining Railway, shall be received and transmitted by each Railway, according to the following rules :—

- (a).—The system adopted in the Government Telegraph Department in respect of instruments, tariff receipt, transmission and check of messages, and code signals, shall be adopted and strictly followed so far as the Government Telegraph Department may require.
- (b).—Messages not relating to the business of the Railway shall be received at all its Telegraph Offices when open for traffic, and shall be transmitted subject to the requirements of the Railway traffic, which, in all cases, will have precedence, except in cases specially provided for in Clause (l).
- (c).—Messages tendered at Railway Offices for transmission to places on the same Railway will be sent by the Railway wires.
- (d).—Messages addressed to stations on a Railway, whether State or Guaranteed, the telegraph of which is connected with, or immediately adjoins, the receiving State Railway, may be transmitted direct to that Railway in the following cases :—
 - (1).—When they are on Railway traffic business.
 - (2).—When they are on the business of passengers passing from one line to the other.
 - (3).—When neither the receiving, nor any intermediate Railway office, is connected with the Government Telegraph, either by wire, or by an arrangement for hand delivery.
 - (4).—When there would be manifest delay by transferring to the Government line.
- (e).—Messages tendered at a Railway Office for any place not on the Railway, shall, except in the cases provided for under the preceding rule, be transferred to the Government Telegraph Office connected with the Railway Office at or nearest to the place at which the message is tendered, or to any such Government Telegraph Office where transfer by hand has been mutually agreed upon as more convenient than by wire. Similarly, messages from any place not on the Railway, but addressed to a place on the Railway at which there is no Government Telegraph Office, shall, except in the cases provided for under the preceding rule, be transferred from the Government Telegraph to the Railway Telegraph, at the connected, or other convenient Government Telegraph Office, nearest to the place of destination.

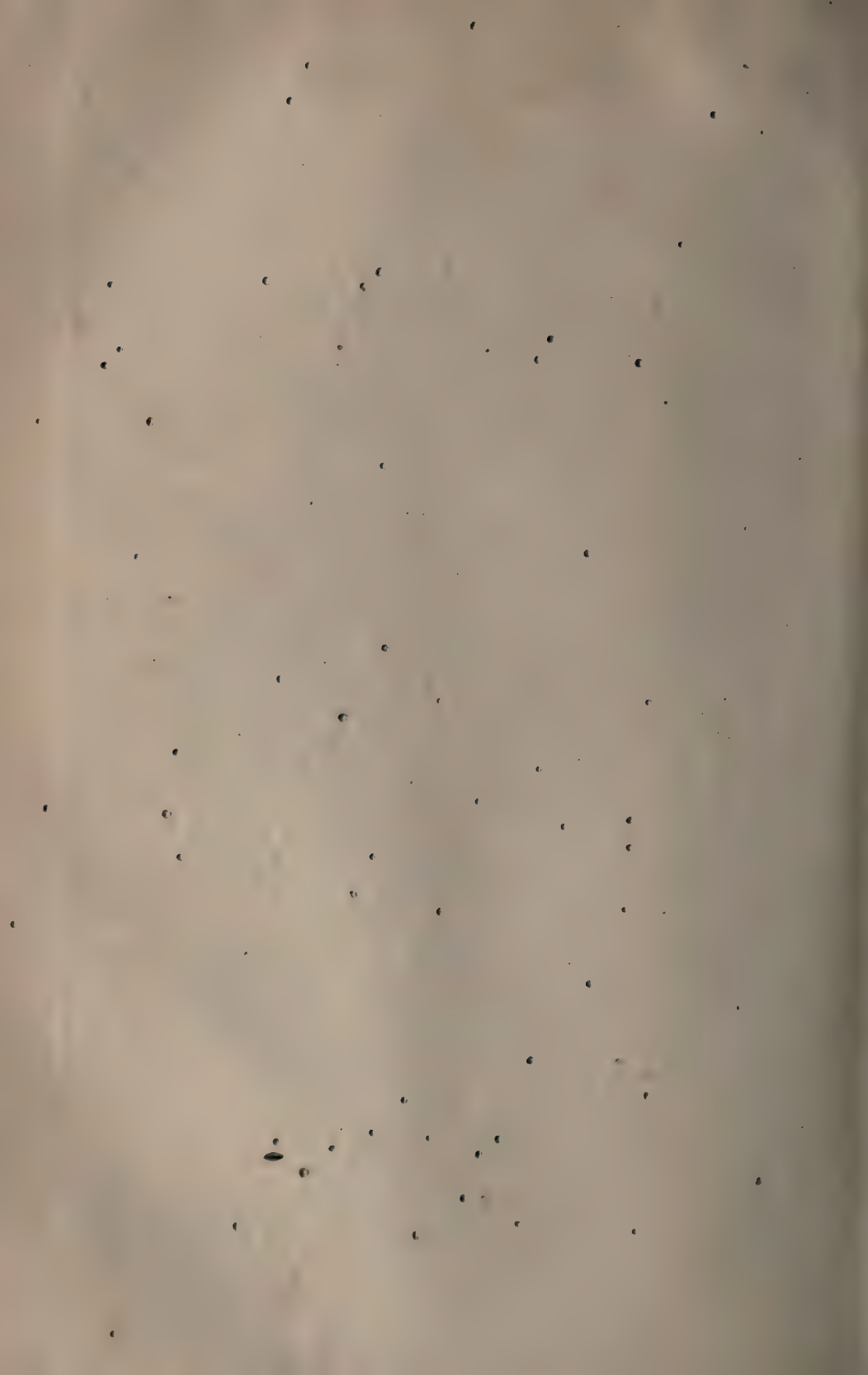
- (f).—For messages originating at an Office of any Railway, and addressed to a place on the same Railway, and delivered to the addressee by the Railway, the whole charge will be credited to the Railway.
- (g).—For all messages which have not passed over the Railway lines, and are transferred by a Railway Receiving Office to a Government Telegraph Office, for transmission by the Government wires, the Railway shall receive one-eighth of the total charge, and the same proportion shall be received by the Government Telegraph Department for a message similarly transferred direct from a Government Receiving Office to a Railway Office for transmission by the Railway wires.
- (h).—For messages that pass over the Railway lines, and are sent for delivery only to a connected Government Telegraph Office, the Government Telegraph Department will receive one-eighth of the total charge, and similarly the same proportion shall be received by the Railway for messages that pass over Government lines, and are sent for delivery only to a connected Railway Office.
- (i).—For all messages which pass over the Government wires, and the wires of one or more Railways, any or each such Railway shall be credited with one-fourth of the original charge, the balance being credited to the Government Telegraph Department.
- (j).—For all messages which, under Clause (d), pass over the wires of two adjoining State Railways, or a State Railway, and an adjoining Guaranteed Railway, without being transferred to the Government Telegraph, the proceeds will be divided between the Railway Telegraphs in equal proportions.
- (k).—Messages, on the service of the Government Telegraph Department, shall be transmitted, without charge, to or from, all stations on State Railways.
- (l).—Public and State messages shall, as a rule, be sent in order of receipt, but a "State" message marked "clear the line" or "precedence" shall, so far as is consistent with the safe working of the Railway, take precedence of all other messages.
- (m).—Copies of all messages, not on the business of the Railway, transmitted from, or addressed to, any State Railway Office, shall be regularly forwarded post-paid to the Government Telegraph Check Office under instructions which shall be issued by the Director General of Telegraphs in India.

10. The Director General of Telegraphs in India, or any officer deputed by him, may, at any time, inspect any of the Telegraph Offices of the State Railways, or messages sent from, or received at, any of them, and the Railway authorities shall give all facilities for such inspections, and shall submit for inspection any books or accounts connected with the working of the Railway Telegraphs, or any originals or copies of messages sent or received which the Director General or such Officer may require.

HOME DEPARTMENT.

The 25th March 1874.

No. 132.—His Excellency the Viceroy and Governor-General in Council is pleased to direct that the title of "Sub-Assistant Surgeon" be discontinued, and that the officers hitherto called Sub-Assistant Surgeons be in future styled "Assistant Surgeons."



Office Memo No. 1351, dated 25th April 1874, from Secretary to the Government of India Military Department, to the Secretary to the Government of India, Home Department.

In transmitting to the Home Department copy of a letter No. 1136C., dated 21st Instant, from the officiating Quartermaster-General, submitting a suggestion of the Right Hon'ble the Commander-in-Chief that when Cantonment Magistrates are removed or relieved the change should be notified to the General Officer in whose command they are serving, the undersigned is directed to inquire whether, as his Lordship's suggestion seems a reasonable one, all Cantonment Magistrates might not be instructed to inform the officer commanding the station in which they are located at once on their receiving an order to move elsewhere, or an intimation that they will be relieved, and similarly on arriving at a new station, to notify their having taken over charge to the same officer without delay.

2. If this or any similar course appears to the Home Department to be unobjectionable, perhaps the Secretary in that Department will obtain the issue of the necessary orders and inform the undersigned in order that they may be communicated to the Commander-in-Chief.

No. 1136C., dated 21st April 1874, from officiating Quartermaster-General, to the Secretary to the Government of India, Military Department.

I AM desired by the Right Hon'ble the Commander-in-Chief to state for the information of the Government of India, that His Excellency has recently received a report that the Cantonment Magistrate at Agra was relieved by another officer without any intimation on the subject having been furnished to the General Officer commanding the Meerut Division.

2. Cantonment Magistrates have many important duties with cantonments to perform, and although their appointment and removal rests with Local Governments, His Excellency suggests that it is desirable a notification of any changes of these officers should invariably be communicated to the General Officer in whose command they are serving.

Endorsement by the Government of India, Home Department, No. 7-600, dated 7th May 1874.

Copy forwarded to the Government of the Panjab with a request that the course suggested by the Military Department may be adopted.

No. 2-155, dated 18th May 1874, from Secretary to Government of India, Home Department, to the Secretary to Government, Panjab.

The circular from this Department, No. 3—297, of the 22nd November 1873, directed that all convicts escaped from the Andamans should be at once sent back to Port Blair to be dealt with there according to rule, instead of being committed to any Indian court for trial. But it has been represented that there are some legal impediments to this course; for, as the law now stands, a Magistrate cannot direct the transfer to the Andamans of a re-captured convict, but is compelled to commit him for trial, the place of such trial ordinarily being the court within whose jurisdiction the convict is re-captured.

2. The Government of India, however, have been advised that the difficulty might be surmounted in the case of life convicts charged under Section 224, Penal Code, by desiring the Magistrate at Port Blair having jurisdiction to issue a warrant under that section immediately after the fact of escape is known. The Magistrate on the mainland before whom the convict should have been taken by the police would be able on the authority of this warrant to transfer him to the Penal Settlement. Therefore, whenever any person is charged before a Magistrate with having escaped from the Penal Settlements, it will be the duty of the police to obtain an adjournment of the enquiry so as to admit of their ascertaining whether a warrant

has been issued by the Port Blair authorities. If no warrant has been issued, the enquiry will be concluded and the prisoner will be tried on the mainland. If a warrant has been issued he can be transferred to the Port Blair authorities in accordance with the provisions of Section 170, Code of Criminal Procedure.

3. In the case of life-convicts this is the only procedure by which they can be subjected to substantial additional punishment for the offence of escaping, since it may be assumed that imprisonment for a short term on the mainland near their homes is rather a mitigation than an enhancement of their original sentence. But in the case of term-convicts it appears to the Governor-General in Council that their trial and conviction on the continent of India, under Section 226 of the Penal Code, would really bring additional punishment upon them, for they would either be transported for life or suffer rigorous imprisonment, and would also eventually be remitted to Port Blair to work out the remainder of their original sentence. There is consequently no such urgent reason why such convicts should not be left to be dealt with by the authorities in the place of their re-capture under Section 226, though it may be preferable for the maintenance of discipline that term-convicts also shall be sent back at once to the Andamans, to be tried there under Section 224, whenever their warrants shall have been received.

4. Under these circumstances His Excellency in Council is pleased to direct that, in modification of the circular of the 22nd November, the following procedure be observed upon the re-capture of a convict, if the Local Governments see no impediment. The police who have arrested a person upon the charge of having escaped will apply to the Magistrate before whom the accused has been brought for an adjournment to enable them to ascertain whether a warrant has been received from Port Blair for his re-capture. Enquiry should be made at the Home Department of the Government of India, if no warrant has been received by the police of the province in which the convict has been arrested: and in all cases of escape by a life-convict, the Superintendent of Port Blair or other Magistrate having jurisdiction, as soon as the fact of escape is known, should issue a warrant charging him with having committed an offence under Section 224, Penal Code, to the chief of the police of the province or administration in which the convict is known or is likely to be found, and should also forward a warrant forthwith to this Department. If the warrant is forthcoming, the Magistrate by whom the case is being enquired into will decide whether there is any reason why the accused should not be removed in custody, under Section 170, Criminal Procedure Code, to the Magistrate at the Andamans who issued the warrant.

FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

The 30th April 1874.

No. 2696.—The Governor-General in Council is pleased to rule that when a public servant is provided with, or receives the cost of, a first class passage in a river steamer, and the passage includes mess, he must pay table-money at the rates prescribed in the Resolution of the Government of India in this Department, No. 1467, dated the 23rd July 1866, and may draw half daily travelling allowance under the Resolution of the Government of India in this Department, No. 2284, dated the 24th April 1868, unless he belongs to the Survey Department under the Government of India, or to any other department for which rates of table-money to be paid by officers travelling on river steamers have already been specially prescribed by the Government of India, in which case he must pay table-money at the special rates without receiving half travelling allowance as compensation.

No. 2807.—With the sanction of Her Majesty's Secretary of State for India, the Governor-General in Council is pleased to rule that when a civil officer of Government is deputed on duty to Europe, his allowances during his employment on such deputation shall not, ordinarily, exceed two-thirds of the amount which he would draw were he on duty in India.

SEPARATE REVENUE.—STAMPS.

The 30th April 1874.

No. 2768.—In supersession of the Notification by the Government of India in the Financial Department. No. 2509, dated 22nd August 1873, the Governor-General in Council is pleased to direct that when a plaint disclosing a reasonable case on the merits, is presented to any Civil or Revenue Court in such a form that the presiding Judge or Officer without summoning the defendant rejects it, not for any substantial defect, but on account of an entirely technical error in form only, and so as to leave the plaintiff free to prosecute precisely the same case in another form against the same defendant or defendants, the value of the stamp on the plaint shall be refunded on presentation of an application to the Collector of the District in which the Court is situated, together with a certificate from the Judge or Officer who rejected the plaint that it was rejected under the circumstances above described; and that the value of the stamp should, in his opinion, be refunded.

PENSIONS AND GRATUITIES.

The 22nd May 1874.

No. 3187.—The Governor-General in Council directs that the following be substituted for Section 5 of Supplement C to the Civil Pension Code :—

5. A chaplain who is obliged, by bad health, to retire before completing the periods of residence and service required by Section 3, will receive an invalid pension according to the following scale :—

	£	s.	d.
If he have completed ten years' residence	173	7	6 a year.
If he have completed seven years' residence	127	15	0 „
If he have not completed seven years' residence	63	17	6 „

These allowances are admissible only after a trial of a temperate climate, and upon a certificate from the Medical Board attached to the Office of the Secretary of State for India, that the Officer is permanently unfit to serve in India.

LEAVE AND ALLOWANCES.

The 29th May 1874.

No. 3404.—The Governor General in Council directs that the following be substituted for rules 2 (b and c) under Section 28 of the Civil Leave Code :—

- 2 (b). The applicant must (unless the state of his health absolutely prevent it, or, if he be an applicant for furlough in India, unless the Government to which he is subordinate otherwise permit) present himself with two copies of the statement of his case, either at the presidency town of Bombay before one or more medical officers to be appointed to this duty by the Government of Bombay or at the seat of the Government under which he is serving before one or more medical officers to be appointed by that Govern-

ment and obtain his or their certificate as follows :—We (*or I*) do hereby certify that according to the best of our (*or my*) professional judgment, after careful personal examination of the case we (*or I*) consider the health of C. D. to be such as to render leave of absence for a period of absolutely necessary for his recovery.

If the state of the applicant's health be certified by a covenanted medical officer, or by a medical officer in charge of a civil station, to be such as to make it highly inconvenient for him to repair to the seat of the Government of the province, the local Government may accept a certificate from any two medical officers, either covenanted or in charge of civil stations, provided neither of them is the regular medical attendant of the applicant. The certifying officers need not belong to the same province as the applicant.

If an applicant for furlough in India is exempted by a local Government from appearing at the seat of the Government, he should produce a certificate signed by at least two medical officers, either covenanted or in charge of civil stations, provided neither of them is his medical attendant.

(c).—The grant in clause (*b*) of the option of undergoing medical examination at Bombay does not confer on the applicant a right to leave without the sanction of the Government to which he is subordinate.

No. 3064.

FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

Fort William, the 16th May 1874.

Read again the following :—

Office Memo. No. 1265, dated 26th June 1873, from Under-Secretary to the Government of India Financial Department, to the Secretary to Government of India, Military Department.

In reply to office memorandum from the Military Department, No. 22 (Transport—Regulations), dated 2nd June 1873, the undersigned is directed to state that that department is right in considering that the visits of Chaplains to cholera camps, detachments, and camps of exercise, &c., are on the same footing as the duties entered in Clause III of Financial Notification No. 1653, dated 7th August 1868; and that the travelling allowances to Chaplains in such cases are charged and paid for in the Civil Department.

No. 3144.

ACCOUNTS.

Fort William, the 21st May 1874.

Read the under-mentioned papers prescribing the dates for the submission of the budget estimates to this department :—

* * * * *

RESOLUTION.—In the foregoing orders the following dates have been prescribed for the submission of the several estimates :—

Civil estimates,	7th January.
Forest estimates,	15th January.
Military estimates,	} 1st February.
Guaranteed railways estimates,	
Provincial service and local fund estimates,	
Public works estimates,	} 10th February.
State railways estimates,	

The civil estimates are now usually received with commendable punctuality; but very grave inconvenience is caused by the habitual delay with which all the other estimates are forwarded to the Government of India in this department.

The Governor-General in Council is willing to extend to the 10th February, the time for the submission of all the estimates, excepting the civil imperial estimates, which must be sent as now so as to reach the Government of India in this department by the 15th January at latest.

But His Excellency in Council hopes that in future precautions will be taken by the officers and departments concerned to ensure punctuality in the submission of the estimates. The want of a single estimate is enough to prevent the compilation of the whole statement of ways and means, and so to delay the financial arrangements of the year. The delay this year in the receipt of the provincial, local and municipal estimates was especially serious.

The Governor-General in Council desires at the same time, that, after the submission of their estimates, the officers and departments concerned should make arrangements for communicating to this department, from time to time, until the estimates are finally settled, any change that later information may render necessary.

No. 46—1692, dated 12th June 1874. from Offg. Under-Secretary to Government of India, Home Department, to the Offg. Secretary to Government, Panjab.

In continuation of the letter from this office, No.* 67—3868, dated 23rd December 1873, I am directed to request that Form IV which accompanied that letter may be cancelled, and to forward copy of an amended form in which licenses to manufacture or deal in arms and ammunition should be granted

‘2. I am to take this opportunity to invite attention to Section 14 of Act XXXI of 1860, and to observe that the proper maintenance and inspection of the books therein referred to, which are essential at all times to effective control over the traffic in arms, have become very much more important now that the checks on importation are likely to stimulate home manufacture.

(ON STAMP PAPER OF THE VALUE OF TEN RUPEES.)

FORM IV.

License to manufacture or deal in arms and ammunition for one year from the date hereof.

Name of holder and place of residence.	Place of business, that is, manufactory or shop.	Description of arms.		Description of ammunition.		Probable estimated out-turn of each description of arms and ammunition per month.	Estimate of probable purchase and sale of arms and ammunition per month.	Actual reported out-turn of each description of arms and ammunition per month during the currency of the last preceding license, if any.	Actual reported purchase and sale of each description of arms and ammunition per month during the currency of the last preceding license, if any.	Remarks.
		To be manufactured.	To be dealt in.	To be manufactured.	To be dealt in.					

Dated at

this day of

18

SEPARATE REVENUE.—STAMPS.

The 24th June 1874.

No. 3969.—In exercise of the powers conferred by Section 16 of the General Stamp Act XVIII of 1869, the Governor-General in Council is pleased to remit the duties chargeable under the said Act on every instrument by which moveable or immoveable property is conveyed to the Secretary of State for India in Council by way of

- (a) sale,
- (b) mortgage,
- (c) lease, or
- (d) exchange where money is paid by Government for equality of exchange.

* Vide *Panjab Record*, for 1871, Supreme Government Orders, p. 5.

No. 3999.

FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

Fort William, the 26th June 1874.

READ the following :—

No. 590, dated 26th January 1874.

From—D. BARBOUR, Esq., Under Secretary to the Government of India, Financial Department,
 To—The Accountant-General, Central Provinces.

In reply to your letter No. 3827, dated 20th December 1873, I am directed to say that in Bengal when a ministerial officer is transferred from one subordinate office to another by order of the controlling departmental officer, he gets pay during transit. But when a ministerial officer obtains permission from his superior officer to accept and take up an appointment in the ministerial establishment of another office, his title to any pay during his transit is not recognised.

The same practice may be recognised in the Central Provinces.

SEPARATE REVENUE.—STAMPS.

The 3rd July 1874.

No. 4193.—In exercise of the powers conferred by the Court Fees Act, 1870; Section 35, the Governor-General in Council is pleased to remit the fees chargeable under the said Act on—

A. Copies of village settlement records furnished to land-holders and cultivators during the currency or at the termination of settlement operations.

B. List of fields extracted from village settlement records for the purpose of being filed with petitions of plaint in Settlement Courts.

2. Nothing in this Notification applies to—

(a).—Copies of judicial proceedings.

(b).—Copies of village settlement records (other than lists of fields extracted as aforesaid) which may be filed in any Court or Office.

3. Notification No. 1906 of the Government of India, in the Financial Department, dated 9th August 1872, is hereby rescinded.

Extract from the Proceedings of the Government of India, in the Home Department, (Judicial).—No. 9-869. dated Fort William, the 4th July. 1874.

READ the following correspondence :—

* * * * *

RESOLUTION.—It appears from the correspondence forwarded by the Military Department that the procedure to be followed in respect of a deserter from Her Majesty's Navy who has fallen into the hands of the civil authorities is not generally known; and in order to prevent the unnecessary detention in jail of such deserters pending enquiry as to the proper measures to be adopted towards them, the Government of India desire that the attention of all Civil officers may be drawn to the provisions of 10 and 11 Victoria Chapter 62, Section 9, and that the procedure therein prescribed may in future be followed.

2. The provisions of that section are to the following effect :—

I.—Any person reasonably suspected to belong to Her Majesty's Navy and to be a deserter, or improperly absent from his duty, may be apprehended by a constable.

II.—The constable shall bring the person so apprehended before a Justice of the Peace.

III.—The Justice of the Peace shall examine the person so brought before him, and if it appears—

(a) that he belongs to Her Majesty's Navy, and

(b) that he is improperly absent from his duty,
the Justice shall take one of the following courses :

(1) When the deserter has been apprehended in the vicinity of one of Her Majesty's ships in commission, send him on board such ship :

(2) When the deserter has not been apprehended in the vicinity of one of such ships, send him to the nearest or most convenient public prison and notify the commitment to the Secretary to the Admiralty, or to any Naval Commander-in-Chief or Officer commanding one of Her Majesty's ships, at the same time describing the deserter and naming the ship to which he is supposed to belong.

IV.—When the deserter has been sent to a prison the Superintendent thereof shall deliver him up to any person authorized to take charge of him by—

(a) the Lord High Admiral, or

(b) the Commissioners for executing the office of the Lord High Admiral, or

(c) any Naval Commander-in-Chief, or

(d) the Officer commanding any one of Her Majesty's ships.

On receiving the deserter, the person so authorized shall convey him in safe custody on board any of Her Majesty's ships in commission.

PENSIONS AND GRATUITIES.

The 24th July 1874.

No. 4535.—The Governor General in Council directs that the following be inserted as Rule I under Section 70 of the Civil Pension Code :—

1. An officer may submit his application for pension or gratuity even though he has not ceased to be borne on the establishment ; but the application must be supported by a certificate, from the authority whose duty it would be to fill up his appointment if vacant, that the officer is likely to retire, within six months, from Government service. The certificate is to be forwarded to the Account Department, when that Department is required to verify the services in accordance with the rules under Section 71. This provision is intended to obviate the delays which take place in verifying the preparation of the regular application in Form A prescribed in Section 72 before the officer has actually retired,

His Excellency in Council also directs that the following note be inserted under Rule I of Section 78 of the said Code :—

(NOTE.—This rule does not prohibit the submission of an application for pension or gratuity while an officer is still in employ.—See Rule I under Section 70.)

No. 4572.—The Governor General in Council is pleased to rule that a pension is payable to the day of the pensioner's death, inclusive.

FINANCIAL DEPARTMENT.

The 3rd August 1874.

No. 4848.—The Governor General in Council directs that the words “province or circle of account” be substituted for the words “or province” in the description of “Case IV” in Rule 3, Chapter XI of the Civil Leave Code.

The 4th August 1874.

No. 4894.—With reference to 37 Vic. Cap. 13, published in the *Gazette of India*, under Legislative Department's Notification No. 7, dated 31st July 1874, the Governor General in Council directs that the note within parenthesis which precedes the first paragraph of the rules published as Supplement D of the Civil Leave Code be cancelled.

HOME DEPARTMENT.

The 14th August 1874.

No. 2159.—The Government of India, in the Notification issued from this Department, under date the 21st August 1867, No. 3742, and published in the *Gazette of India* of the 24th idem, page 1221, promulgated, for general information, certain rules for the submission, receipt, and transmission of memorials, and other documents of the same class, addressed to Her Majesty, or to Her Majesty's Secretary of State for India, by private individuals, or by public officers of civil departments in India.

2. These rules declared that “no memorial would be received or attended to by the Home Government which had not been forwarded through the regular channel of the Governments in India,” and that every memorial addressed to Her Majesty, or to Her Majesty's Secretary of State, “should be forwarded through the Local Government under which the writer is residing, or employed, with the view of affording an opportunity to such Local Government of expressing an opinion and offering an explanation.”

3. Notwithstanding the promulgation of these rules, memorials have constantly been forwarded to England direct by persons in India; but they have invariably been rejected by Her Majesty's Government, and forwarded to the Government of India to be returned to the writers, with the intimation that Her Majesty's Government declines to entertain any representations from persons in India unless submitted through the Local Government or Administration.

4. Her Majesty's Secretary of State has recently returned a number of such memorials, and has requested the Government of India to notify, for general information, “that no communication from any individual resident in India can be considered by Her Majesty or by Her Majesty's Government, which is not transmitted through the prescribed channel, viz. that of the Local Government.” Attention is therefore, again drawn to the necessity of presenting such petitions to the Local Governments and Administrations for transmission by them.

Extract from the Proceedings of the Government of India, in the Foreign Department, No. 1740 P., dated Fort William, the 13th August 1874.

Read—

A despatch from Her Majesty's Secretary of State, to the address of the Bombay Government, No. 18, dated 9th April 1873, regarding the importance of encouraging the study of the Arabic and Persian languages by Political Officers.

Read also the following correspondence on the same subject :—

Political A., September 1873, Nos. 397-402. Circular Nos. 2111 P. to 2125 P., dated 12th September 1873, and replies from Local Governments and Administrations.

OBSERVATIONS.—In the despatch above quoted Her Majesty's Secretary of State dwelt on the necessity for encouraging officers employed in the Political Department to study the Persian and Arabic languages. Probably such encouragement could most effectually be afforded by holding out some reasonable prospect of employment to officers who devote themselves to the study of these languages. In the opinion of the Hon'ble the President in Council, however, it is impossible to give any definite promise of employment in the Political Department as a reward to officers who pass examinations, or even high examinations, in Arabic or Persian. Other qualifications must necessarily be regarded as of even greater importance than linguistic attainments. At the same time a thorough knowledge of these languages should be allowed much weight in the selection of candidates, Civil or Military, for employment in the Political Department. With the view of ascertaining the number of officers who have passed the higher examinations in Arabic and Persian, a Circular was addressed on the 12th September 1873 to Local Governments and Administrations and to the Military authorities, desiring the submission of a list of all officers, Civil and Military, who have passed the "High Proficiency" and "Honor" tests in Arabic and Persian. From the replies received, a general list has been prepared, and forms an appendix to this resolution. Annual lists will, in future, be called for of officers who have passed these examinations, and will be published in the *Gazette of India*.

2. The President in Council deems it necessary that officers who are hereafter appointed to the Political service without having passed the High Proficiency or Honor tests in Persian or Arabic should after their appointment pass a linguistic test of a higher standard than that now demanded. Under Foreign Department Resolution No. 541 P., dated 17th March 1871, officers in the Political Department are at present required to translate a passage of Persian into English and a passage of English into Persian. They are also called on to hold with moderate fluency a conversation in Persian, and to read with fair facility a Persian manuscript. In order both to raise the present standard of qualification, and to bring it into accordance with the standards recognized under the Civil and Military Examination Rules, the President in Council considers it necessary to prescribe that in future officers appointed to the Political Department in and below the grade of 1st Class Political Assistant shall be required to pass either in Arabic or in Persian by the "High Proficiency" test; further, that such officers if employed in Turkish Arabia, the Persian Gulf, and Muscat, shall be required to pass a colloquial examination in Arabic, and if employed at Zanzibar, a colloquial examination in Arabic or Swahili, even though they may have already passed in Persian; and if employed in the continent of India, a colloquial examination either in Hindee or the local vernacular of the place where they are serving. If such officers be appointed to Burmah, they will be required to pass the High Proficiency test in Burmese, but will not be required to pass in Arabic or Persian.

3. In thus raising the standard of qualification, the President in Council does not desire to exaggerate unduly linguistic acquirements, or to impose an irksome task on officers who have already attained a certain position in the Political Department. When the exigencies of the public service require the employment of an

officer in any of the higher posts of the Political Department, Government reserves to itself the right of appointing any officer whom it considers to possess the best general qualifications, even though he may not have passed in these languages. But for the retention of appointments in and below the grade of 1st Class Political Assistant, it will be essential that officers hereafter appointed shall have passed, or shall within three years from date of appointment pass, the tests above prescribed, besides qualifying in the other subjects laid down for examination in the Political Department. To officers above the grade of 1st Class Political Assistant, neither these rules nor the rules contained in the Resolution No. 541 P., dated 17th March 1871, are applicable.

4. This Resolution will only have prospective effect, and will not apply to officers at present holding either officiating or permanent appointments in the Political Department.

5. Under the existing examination rules of the Civil and Military services, officers are precluded from passing examinations by the High Proficiency standard elsewhere than in Presidency towns. For the purposes of the present Resolution, however, examinations of officers in Political employ will be conducted by the Committees, which, under the Foreign Department Resolution No. 541 P., dated 17th March 1871, are periodically assembled for the examination of candidates in the other subjects prescribed for the Political Department, but no officer will be entitled to receive any pecuniary reward for passing the "High Proficiency" standard at such examinations. Rewards are granted only for examinations passed at a Presidency town under the rules prescribed for the Civil and Military services.

ORDER.—Ordered, that the foregoing Resolution be published in the *Gazette of India*. Also, that (with the reservation that the change does not affect officers now in the Political service) the following alteration be made in the Examination Rules published under Notification No. 541 P., dated 17th March 1871:—

Instead of Rule 14, Clause 3, substitute "the Persian or Arabic language up to the High Proficiency standard." *

Instead of Rule 14 substitute: "The requisite examination in Persian or Arabic may be passed at any time within three years from the date of the officer's entry into the Political service of Government."

FINANCIAL DEPARTMENT.

The 28th August 1874.

No. 5235.—The Hon'ble the President in Council is pleased to direct the substitution of the words "date of" and the cancellation of the words "after that" in Section 18 (b) of the Civil Leave Code.

HOME DEPARTMENT.

No. 2,155, dated 18th May 1874.

From Secretary to Government of India, Home Department, to Secretary to Government, Panjab.

The Circular from this Department No. 3-297 of the 22nd November 1873, directed that all convicts escaped from the Andamans should be at once sent back to

* Under paragraph 4 of the above Notification, the production of a certificate to show that the candidate has elsewhere passed an examination in the High Proficiency test, Persian or Arabic, will exempt him from examination therein. In British Burmah the test will be the "High Proficiency" standard in Burmese.

Port Blair, to be dealt with there according to rule, instead of being committed to any Indian Court for trial. But it has been represented that there are some legal impediments to this course; for, as the law now stands, a Magistrate cannot direct the transfer to the Andamans of a re-captured convict, but is compelled to commit him for trial, the place of such trial ordinarily being the court within whose jurisdiction the convict is re-captured.

2. The Government of India, however, have been advised that the difficulty might be surmounted in the case of life-convicts charged under Section 224, Penal Code, by desiring the Magistrate at Port Blair having jurisdiction to issue a warrant under that Section immediately after the fact of escape is known. The Magistrate on the mainland before whom the convict should have been taken by the police would be able on the authority of this warrant to transfer him to the Penal Settlement. Therefore, whenever any person is charged before a Magistrate with having escaped from the Penal Settlements it will be the duty of the police to obtain an adjournment of the enquiry so as to admit of their ascertaining whether a warrant has been issued by the Port Blair authorities. If no warrant has been issued, the enquiry will be concluded and the prisoner will be tried on the mainland. If a warrant has been issued, he can be transferred to the Port Blair authorities in accordance with the provisions of Section 170, Code of Criminal Procedure.

3. In the case of life-convicts this is the only procedure by which they can be subjected to substantial additional punishment for the offence of escaping, since it may be assumed that imprisonment for a short term on the mainland near their homes is rather a mitigation than an enhancement of their original sentence. But in the case of term-convicts it appears to the Governor-General in Council that their trial and conviction on the continent of India, under Section 226 of the Penal Code, would really bring additional punishment upon them, for they must be transported for life and are also liable to rigorous imprisonment before being sent back to Port Blair. There is consequently no such urgent reason why such convicts should not be left to be dealt with by the authorities in the place of their re-capture, under Section 226, though it may be preferable for the maintenance of discipline that term-convicts also shall be sent back at once to the Andamans, to be tried there under Section 224, whenever their warrants shall have been received.

4. Under these circumstances His Excellency in Council is pleased to direct that, in modification of the circular of the 22nd November, the following procedure be observed upon the re-capture of a convict, if the Local Governments see no impediment. The police who have arrested a person upon the charge of having escaped will apply to the Magistrate before whom the accused has been brought for an adjournment to enable them to ascertain whether a warrant has been received from Port Blair for his re-capture. Enquiry should be made at the Home Department of the Government of India, if no warrant has been received by the police of the province in which the convict has been arrested. And in all cases of escape by a life-convict the Superintendent of Port Blair or other Magistrate having jurisdiction, as soon as the fact of escape is known, should issue a warrant charging him with having committed an offence under Section 224, Penal Code, to the chief of the police of the province or administration in which the convict is known, or is likely to be found, and should also forward a warrant forthwith to this Department. If the warrant is forthcoming, the Magistrate by whom the case is being enquired into will decide whether there is any reason why the accused should not be removed in custody, under Section 170, Criminal Procedure Code, to the Magistrate at the Andamans who issued the warrant.

No. 5-368, dated 10th August 1874.

From—Under-Secretary to Government of India, Home Department,
To—The Secretary to Government Panjab.

In continuation of this office endorsement No. 42—2717, of the 21st August 1873, I am directed to forward herewith, for the information of His Honor the Lieutenant-Governor, the accompanying copy of a memorandum received from the Military Department, relative to the submission of Annual indents for medical stores; and I am to point out that the first day of January of every year is fixed as the date by which the indents should reach the Surgeon-General, Indian Medical Department.

Office Memo No. 331, dated 6th July 1874.

From—Secretary to Government of India, Military Department,
To—The Secretary to the Government of India, Home Department.

WITH reference to the correspondence noted in the margin,* the undersigned is

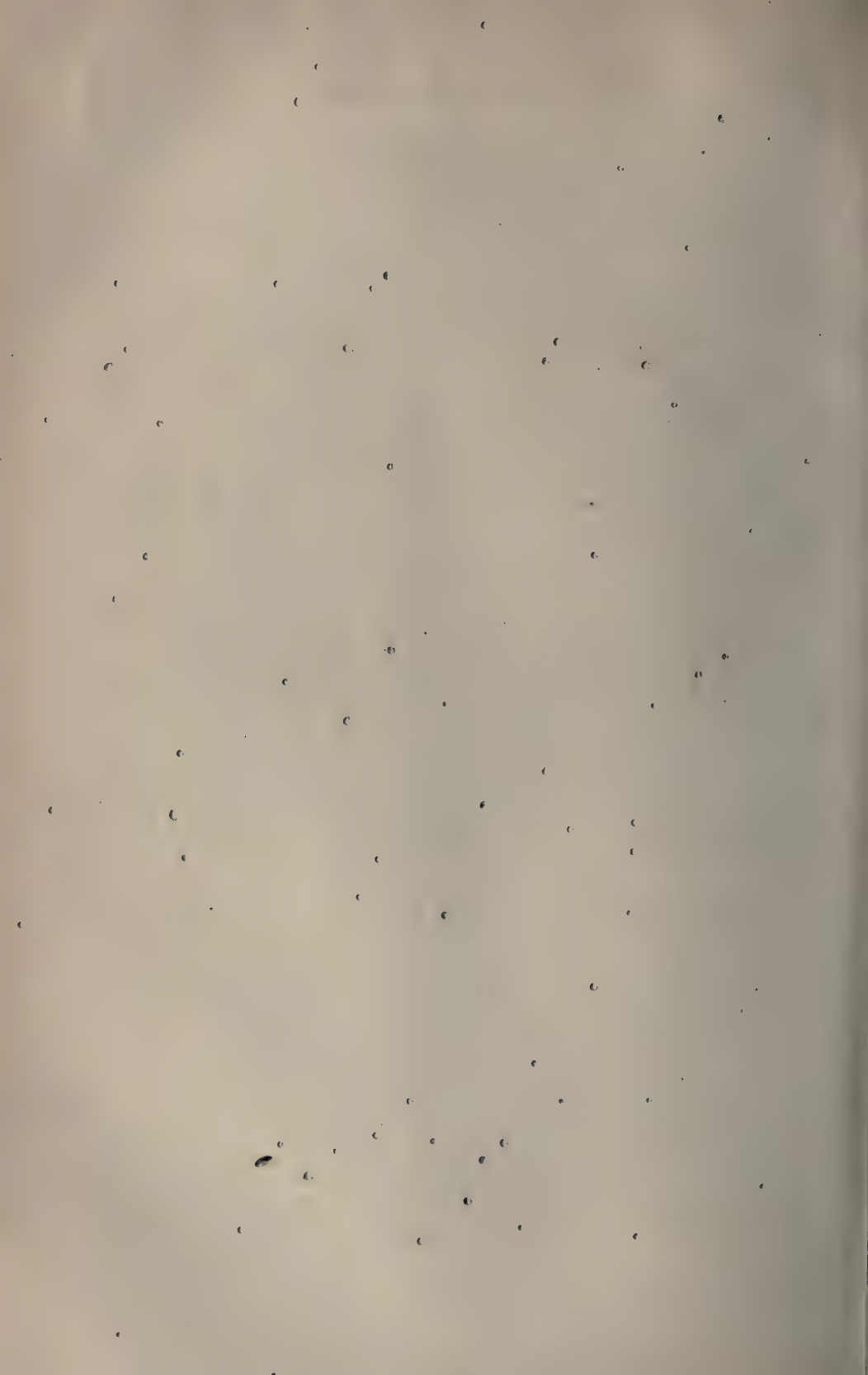
* Financial Resolution No. 3428, dated 10th October 1872.
Military Department memorandum No. 291, dated 8th August 1873.

† Indents for { Madras } to reach the Mily. Dept. { on 1st July
Medical Stores { Bombay } { on 1st Nov.
Bengal to reach Acct.-Genl., Mily. Dept., on 1st
March.

directed to intimate to the Home Department that the dates specified in the margin† have been fixed for the submission of the annual medical

indents of the three Presidencies, and to suggest that all local Governments may be advised that the requirements of the civil department, whether for provincial or local services, should be communicated in good time to the Surgeon-General of the Indian Medical Service in the presidency concerned, to allow of provision being made for the same in the annual indents, so as to obviate the necessity for supplementary indents, which should only be necessary in cases of unforeseen emergency.

In the Bengal Presidency the indents should reach the Surgeon-General, Indian Medical Service, by the 1st January of each year. The Madras and Bombay Governments will be asked by what dates the indents should be submitted to the head of the Medical Department of those Presidencies.



HOME DEPARTMENT.

The 4th September 1874.

No. 49.—The following addition is made to Section VIII of the Rules for the encouragement of the study of Oriental languages among the junior members of the Bengal Civil Service, published under Home Department Notification No. 1614, dated the 24th March 1870:—

“But Civil Servants attached immediately to the Government of India must apply for leave to the Home Department through the Department of the Government of India under which they are serving; and such application must be accompanied by a certificate from the Accountant General of the Province to which the applicant belongs that he has not exceeded the terms of residence mentioned in Section VI.”

FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

The 8th September 1874.

No. 5495.—The Governor General in Council is pleased to rule that, unless in cases of emergency, no last pay certificate can be given to any military officer in civil employ desiring to proceed on furlough until he obtains from the Military Department of the presidency to which he belongs, and submits to the Accountant General of the province in which he is employed, a certificate or memorandum showing what furlough is at his credit and the furlough rules to which he is subject.

The 9th September 1874.

No. 5511.—In continuation of the Notification of the Government of India in this Department, No. 3973, dated the 30th October 1873, the Governor General in Council is pleased to rule that when a ministerial officer in superior service on a salary of less than Rs. 50 a month travels by railway he may, if he prefer it, be allowed in lieu of the costs of his ticket under that Notification any batta which would have been admissible to him for the period of the journey if it had not been made by railway.

LEAVE AND ALLOWANCES.

The 26th September 1874.

No. 5856.—The Governor General in Council is pleased to direct the publication of the following correspondence between the Secretary of State for India and the Government of India:—

Public Despatch to the Secretary of State, No. 71, dated the 23rd October 1873.

In continuation of the correspondence noted in the margin, we shall be obliged if Your Grace will instruct all newly appointed Members of the Covenanted Civil Service, who have been posted in England to the North-Western Provinces, Panjab and Oudh, and who intend to come out to India *via* Bombay, to enquire at the Secretariat of the Bombay Government for any orders that may be awaiting their arrival, and in the event of their not receiving at Bombay any orders as to their ultimate destinations, to proceed at once to Allahabad, and there to report themselves both to the Secretary to the Government of

Public, to Secy. of State, No. 24,
dated 15th March 1871.

Public, from Secy. of State, No. 36,
dated 27th April 1871.

India, in the Home Department, and to the Secretary to Government of the North-Western Provinces. Until instructions for their distribution among the several Governments in Upper India shall have been issued, these Officers will be considered to be attached to the Government of the North-Western Provinces; but it is believed that we shall be ordinarily able to arrange that orders as to the particular destination of each Officer will be awaiting his arrival at Bombay.

Public Despatch from the Secretary of State, No. 152, dated the 4th December 1873.

I have received and considered in Council the despatch of Your Excellency in Council of the 23rd of October, No. 71 of 1873, explanatory of the orders which you wish should be given to every Member of the Civil Service destined for the North-Western Provinces, the Panjab and Oudh, who may proceed to India *via* Bombay.

*2. In reply, I have to inform Your Lordship in Council that your wishes on this subject shall receive due attention.

With reference to the foregoing correspondence, His Excellency in Council is pleased to declare (in modification of the definition in Rule 1 under Section 2 of Supplement A to the Civil Pension Code, and Rule 1 under Section 7 (a) (3) of the Civil Leave Code, of the date of "first arrival in India since the 5th May 1869"), that the date of first arrival in India of a Member of the Bengal Covenanted Civil Service, who is posted in England to Upper India, and comes out *via* Bombay shall, if he has been instructed by the Secretary of State to enquire at the Secretariat of the Government of Bombay for any orders as to his ultimate destination and receives no such orders there, be held to be the date of his reporting himself at Allahabad to the Secretary to the Government of India in the Home Department, and to the Secretary to the Government of the North-Western Provinces. But if he receives orders at the Bombay Secretariat, the date of his first arrival in India shall be held to be the date of his reporting his arrival at any station or province to which he may be attached by such orders.

FINANCIAL DEPARTMENT.

ACCOUNTS.

No. 5876, dated the 29th September 1874.

Read again—

Financial Resolution No. 3429, dated the 30th May 1874. prescribing a limit for deposits in the Presidency Savings Banks, as also rules for deposits made on behalf of minors.

Read—

A letter from the Secretary and Treasurer, Bank of Bengal, No. 12-265, dated the 26th June 1874, stating that the portion of the above Resolution, which relates to minors' deposits, militates against Sections 10 and 11 of the Savings Bank Act V of 1873, which provide that deposits made by a minor may be paid to him personally, and that the minor's receipt shall be a sufficient acquittance for such payment.

RESOLUTION.—The Governor-General in Council observes that it was not intended by the Resolution of 30th May last to prohibit the payment to a minor of the deposits made by him. Two accounts are recognised, *viz.*—

1st.—With the minor for deposits made by him. These deposits are repayable to the minor.

2nd.—With the minor for deposits made to his credit by other persons. These deposits are repayable only to the guardian of the minor.

2. When a deposit is tendered on behalf of a minor, the rule noted in the

margin, which was prescribed in the Resolution of 30th May 1874, should be brought to the notice of the depositor, and in the pass-book of accounts of the class No. 2 the following should also be entered by hand as a special warning :—

“No payment will be made from this account during the minority of A B, except to the receipt of his properly constituted guardian.”

ORDERED, that the foregoing Resolution be communicated to the Governments of Madras and Bombay, for communication to the Presidency Savings Banks in those places, and to the Secretary and Treasurer, Bank of Bengal, with a request that the Savings Bank Rules may be revised in accordance with the foregoing orders, and that four copies of the revised rules may be furnished to this Department as soon as possible.

Ordered also, that a copy of this Resolution be forwarded to the Comptroller-General for information and guidance, and to the other Local Governments and Administrations for information.

The 29th September 1874.

No. 5956.—The following Resolution is published for general information :—

RESOLUTION.—The Governor-General in Council observes that the Rule, under which deposits made in the Presidency Savings Banks within the first four working days of the month bear interest from the beginning of that month, is the occasion of very considerable complication in the accounts. It has also fostered an incorrect idea of the object of Government Savings Banks. His Excellency in Council accordingly directs that in lieu of this rule, the District Savings Bank Rule No. 8 shall be introduced in the Presidency Savings Banks from 1st April 1875. That rule is as follows :—

“Interest will be calculated on money in deposit from the first day of the month succeeding that of deposit, and up to the last day of the month preceding that in which it is withdrawn.”

LEAVE AND ALLOWANCES.

The 30th September 1874.

No. 5892.—The Governor-General in Council is pleased to sanction the substitution of the following example and exception for the example and rule under section 20 (a) of the Acting Allowance Code :—

Examples of the appointments referred to.—The appointments of post-masters general and judges of small cause courts of the first class in Bengal, *viz.*, the small cause courts in Calcutta and Sealdah, the principal court in Jessore and the courts in Magoorah, Jehanabad, Nartil, Hooghly, Serampore and Howrah.

Exception.—The above section (20 (a)) does not apply to the cases of officers officiating in appointments in the classified list of the Financial Department.

2. His Excellency in Council is also pleased to sanction the insertion of the following example under section 20 (b) of the Acting Allowance Code :—

Examples of the appointments referred to.—Extra assistant commissionerships in the Panjab, judgeships of small cause courts in Bengal, not mentioned in the example under section 20 (a) and the subordinate judgeships with which they are classed.

No. 5951.—In supersession of all previous orders regarding free passage to Military officers in civil employ on leave, the Governor-General in Council is pleased to rule that a Subaltern in civil employ is entitled to passage money when he proceeds to England on furlough on medical certificate, and that such passage money is chargeable to the department from which he draws his furlough pay.

PENSIONS AND GRATUITIES.

The 30th September 1874.

No. 5895.—The Governor-General in Council directs that the following be inserted as Rule 3 under Section 13 of the Civil Pension Code :—

3. An officer on the establishment of any Government school in Bengal, the expenses of which are paid out of lump sum assignments made to a local committee having the direct management of the school and also out of the fees received at the school, may, with the permission of the local Government, subscribe for pension or gratuity under the rules in this code, in the manner prescribed in Section 35, provided, in the case of an officer hereafter appointed, that the appointment is made at the proper age, and that a certificate of good health, as prescribed in Rules 2 and 3 of Section 49, is submitted by him if he is appointed to superior service. An officer on the establishment of any school the expenses of which are paid out of municipal funds and from the fees received at the school, may, in like manner, and under the same conditions, subscribe for pension and gratuity.

When the local Government allows an officer to subscribe for pension or gratuity, his name, with his age and other particulars necessary for his identification, shall be recorded in the office of the accountant general. The certificate of good health should also be sent to that office.

SEPARATE REVENUE—STAMPS.

The 30th September 1874.

No. 5934.—In exercise of the powers conferred by Section 16 of the General Stamp Act XVIII of 1869, the Governor-General in Council is pleased to reduce to Rs. 4 the duty chargeable under the said Act, on every instrument of exchange of immoveable property where no money is paid or agreed to be paid for equality of exchange.

HOME DEPARTMENT.

The 9th October 1874.

No. 2535.—In continuation of Home Department Notification No. 2444, dated the 25th ultimo, His Excellency the Governor-General in Council, under the authority vested in him by Section 22 of Act XXXI of 1860, and by the rules made in that behalf and published under Notification No., 3560, dated the 28th November 1873, is pleased to authorize all Deputy Commissioners of Districts within the Lieutenant-Governorship of the Panjab to grant passes for the transport of saltpetre from their respective districts to any place within the territories subject to the jurisdiction of His Excellency the Governor of Bombay and of His Honor the Lieutenant Governor of Bengal, and also to authorize all Magistrates of Districts within the Lieutenant-Governorship of the North-Western Provinces, and all Deputy Commissioners of Districts within the Chief Commissionership of Oudh, to grant passes for the transport of saltpetre from their respective districts to any place within the territories subject to the jurisdiction of His Excellency the Governor of Bombay.

FINANCIAL DEPARTMENT.

SEPARATE REVENUE.—STAMPS.

The 9th October 1874.

No. 6046.—In exercise of the powers conferred by Section 16 of the General Stamp Act XVIII of 1869, the Governor-General in Council is pleased to remit the duties chargeable under the said Act on every instrument by which moveable or immoveable property is conveyed to the Secretary of State for India in Council by way of—

- (a) Sale,
- (b) Lease, or
- (c) Exchange where money is paid by Government for equality of exchange.

This Notification supersedes the one published under date the 25th June 1874, No. 3969.

LEAVE AND ALLOWANCES.

The 8th October 1874.

No. 6076.—In supersession of the notification of the Government of India in this Department, No. 3564, dated the 11th December, 1873, the Governor-General in Council is pleased to rule that when a public officer is transferred without promotion from one substantive appointment to another at a different station, a copy of the order transferring him shall be sent to the Accountant-General of the Province where he is serving, with an endorsement stating either that the transfer has been ordered on public grounds, and not at the request of the officer, or that the transfer had been made at the officer's request.

FINANCIAL DEPARTMENT.

The 15th October 1874.

No. 6213.—The Governor General in Council is pleased to sanction the substitution of the following for the rule prescribed for "Case III" in Chapter XI of the Civil Leave Code: The Officer should obtain a certificate in form A in Appendix A from the Accountant General of his presidency or province; but if he is not proceeding to any place out of that presidency or province, the tenth space in the certificate may be left blank.

PENSIONS AND GRATUITIES.

The 16th October 1874.

No. 6203.—The Governor General in Council directs that in the form of certificate annexed to Rule 2 under Section 49 of the Civil Pension Code, the words "cannot discover that he has any" be substituted for the words "find that he has no."

FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

The 5th November 1874.

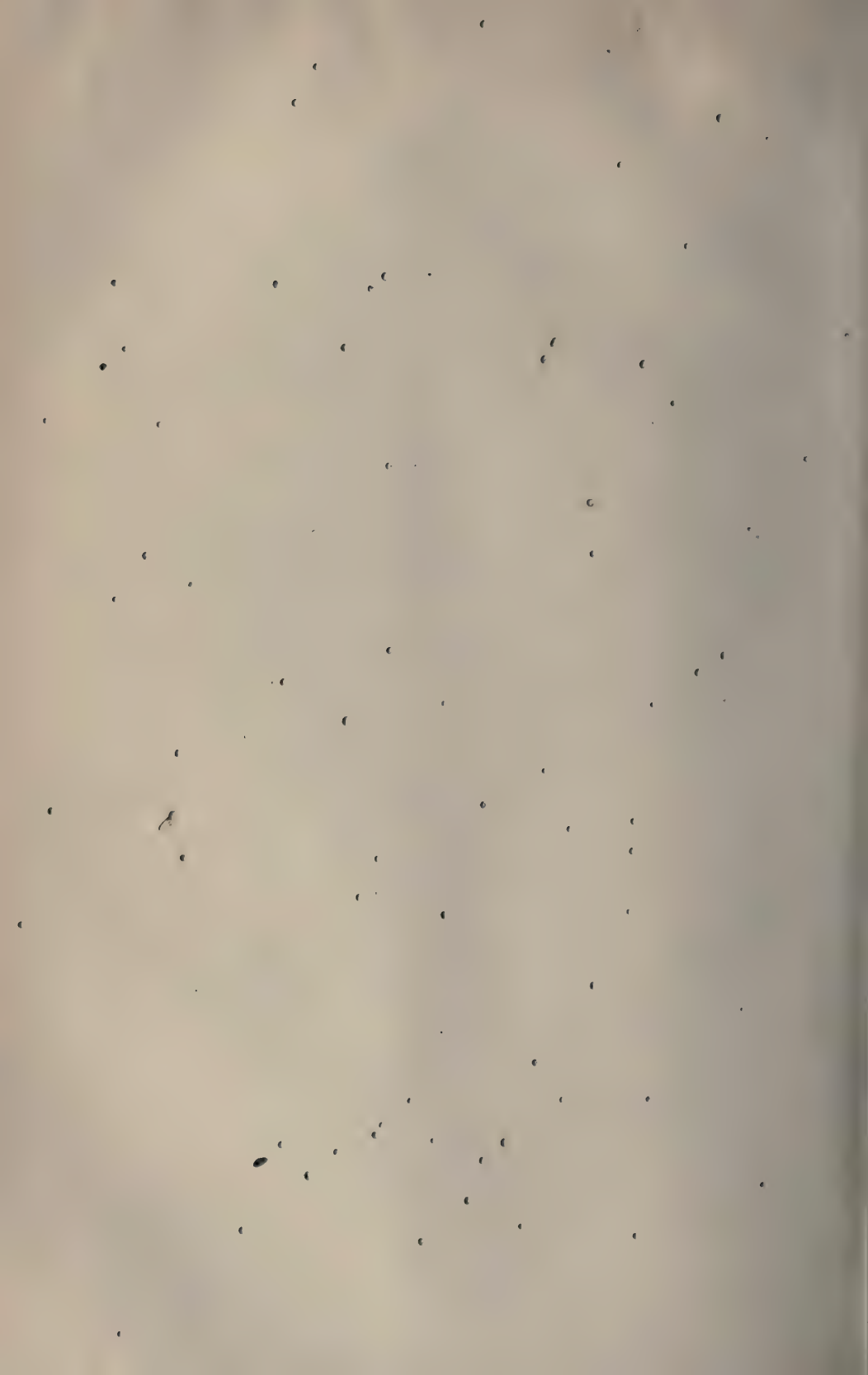
No. 6405.—The Governor-General in Council is pleased to sanction the following interpolation in the directions for filling up forms of last-pay certificate in appendix A to the Civil Leave Code :—

(2 a.) In line 8, in forms A to D, the section of supplement E to the Civil Leave Code, or of the military furlough regulations under which the advance is made, should be mentioned. Similarly, the words *under supplement E to the Civil Leave Code*, or *under the military furlough regulations*, should be inserted between the words “that”, and “you will grant” on the reverse of forms C and D.

SEPARATE REVENUE—CUSTOMS.

The 27th November 1874.

No. 6855.—In exercise of the powers conferred by Act XVIII, 1870, the Governor-General of India in Council is pleased to exempt, with effect from this date, Lac Dye exported from British India from the duties of Customs to which it is liable under the Indian Tariff Act, 1871.



FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

No. 6479, dated the 10th November 1874.

Read—

Endorsement from the Home Department, No. 319, dated 2nd July 1874, on a proposal from the Government of Bombay that the rules as to the grant of travelling allowance on sick leave which are applicable to Hospital Assistants attached to corps or regiments may be extended to Hospital Assistants serving in the Civil Department.

RESOLUTION.—Hospital Assistants employed in the Civil Department should have the same advantages as those with regiments as regards travelling allowances when proceeding on sick leave. Accordingly the Governor-General in Council is pleased to sanction the proposal of the Government of Bombay.

ACCOUNTS.

No. 6680, dated the 21st November 1874.

THE Governor-General in Council observes that in the North-Western Provinces and Oudh all fines at present levied under Act V. 1861 on account of nuisances committed within the municipal limits are credited, when realised, to Municipal Funds. His Excellency in Council is pleased to extend the same rule to all Municipalities in British India.

ORDER.—Ordered, that a copy of the above be forwarded to the Department of Revenue, Agriculture and Commerce for information and for communication to the several local Governments and Administrations concerned.

HOME DEPARTMENT.

The 4th December 1874.

No. 2925.—In exercise of the power vested in him by Section 17 of Act XXXI of 1860, and in modification of Home Department Notification No. 1001, dated the 2nd April 1874, the Governor General in Council is pleased to authorize the under-mentioned officers to grant licenses for the importation into British India by sea, through the ports or port respectively mentioned opposite their names of office, of cannons, howitzers, mortars, arms, percussion caps, sulphur, saltpetre, gunpowder or other ammunition. And the Governor General in Council is also pleased to authorize the following officers (namely) the Secretary to the Government of India, Foreign Department, the Secretaries to the Governments of Bengal, North-Western Provinces and the Punjab, and the Chief Secretaries to the Governments of Madras and Bombay, to grant licenses for the importation into British India by land of the aforesaid articles:—

Officers authorized to grant licenses for importation by sea.	Names of ports.
Chief Secretary to the Government of Madras	MADRAS.
	Bimlipatam.
	Coconada.
	Tuticorin.
	Calicut.
	Cochin.
	Mangalore.
Commissioner of Police, Madras	Negapatam.
	Madras.

Officers authorized to grant licenses for importation by sea.	Names of ports.
Commissioner of Police, Bombay Commissioner in Sindh The Resident at Aden	BOMBAY. Bombay. Kurrachee. Aden.
Commissioner of Police, Calcutta	BENGAL. Calcutta,
Chief Commissioner of British Burma	BRITISH BURMA. Rangoon. Bassein. Akyab. Moulmein. Tavoy. Mergui.

FINANCIAL DEPARTMENT.

NOTIFICATIONS.—ACCOUNTS.

Dated 8th December 1874.

No. 6991.—The following Resolution is published for general information :—

RESOLUTION.—A question has arisen as to the course which should be taken, with reference to the provisions of section 10 of the “Government Savings Bank Act, 1873,” by Secretaries to Government and District Savings Banks in dealing with applications from parents for the payment to them of deposits made by them or by persons other than the minors on behalf of their minor children.

2. The Governor-General in Council observes that the word “guardian” in section 10 of the Act referred to means, or at any rate includes, a natural guardian, that is, the father or at his death the mother of a minor child; and is pleased to direct that Secretaries of Government and District Savings Banks should be instructed to pay to the father of a minor, or, where the father is not living, to the mother, any deposit made on behalf of a minor child by any person other than the minor himself, if the money is required for the use of the minor.

ORDERED, that the foregoing Resolution be communicated to the Governments of Madras and Bombay for information and further orders; to the Comptroller-General, and the Accountants-General, Madras and Bombay, for information; and to the Secretary and Treasurer, Bank of Bengal, for information and guidance.

PENSIONS AND GRATUITIES.

The 11th December 1874.

No. 7091.—The Governor-General in Council directs that the following section be added to Supplement A to the Civil Pension Code :—

Section 9.—A native member of the covenanted civil service who, under the rules of the civil fund of the service of the presidency to which he belongs, is precluded from subscribing to the fund for pensions to his widow and children, may be allowed to pay to Government subscriptions calculated at the same rates and under the same rules as are applicable to his European colleagues appointed to the service under the same conditions as himself. In consideration of such payments

every such member and his family shall be allowed by Government the same benefits that are enjoyed by subscribers to the Bengal Civil Fund and their families. Provided always that subscriptions shall not be received on behalf of a wife married in the lifetime of another wife or on behalf of a child born of a wife married in the lifetime of another wife, and that such wife and child shall not receive any allowance from Government.

No. 18-1535, dated 12th December 1874.

From—Under-Secretary to the Government of India, Home Department,
To—The Secretary to Government, Panjab.

IN continuation of Home Department Resolution No. 9-869, dated 4th July last, relative to the disposal of deserters from Her Majesty's Navy who may fall into the hands of the civil authorities, I am directed to forward the accompanying communication from His Excellency the Rear Admiral Commanding Her Majesty's Naval Forces, East India Station, and to request that His Excellency's wishes as therein expressed may be complied with.

Dated on board the "Glasgow" at Zanzibar, the 25th September 1874.

From—His Excellency Rear Admiral A. Cumming, Commander-in-Chief of Her Majesty's Naval Forces, East India Station,
To—The Secretary to Government of India, Marine Department.

I HAVE the honor to acknowledge the receipt of your submission No. 44, forwarding extract from the Proceedings of the Government of India in the Home Department (Judicial) of 4th July last respecting the disposal of deserters from Her Majesty's Navy who have fallen into the hands of the civil authorities.

I have to request that the reports referred to in the correspondence under acknowledgment may be sent to me addressed to the care of the Postmaster at Aden when it is known that my flag ship is not in Indian waters, or in Ceylon, and in these cases I should be glad if a duplicate report could be sent to the Commanding Officer of any of Her Majesty's ships which may be stationed in India or at Trincomalie.

Endorsement by the Marine Department.

No. 52 (Judicial) dated Fort William, the 25th November 1874.

COPY of the foregoing forwarded to the Home Department with reference to its communication No. 381, dated the 4th July 1874, and with a request that the deserter reports may be sent by Local Governments as desired by His Excellency the Rear Admiral Commanding Her Majesty's Naval Forces, East India Station.

No. 83.—The following Regulations for the examination of candidates for the Civil Service of India to be held in March 1875, are published for general information :—

REGULATIONS FOR THE OPEN COMPETITION OF 1875.

N. B.—The Regulations are liable to be altered in future years.

1. On Tuesday, March 16th, 1875, and following days, an examination of candidates will be held in London. At this examination not fewer than candidates will be selected, if so many shall be found duly qualified. Of these, will be selected for the Presidency of Bengal, [for the Upper Provinces, and for the Lower Provinces,] for that of Madras, and for that of Bombay.*—Notice will hereafter be given of the days and place of examination.

* The number of appointments to be made, and the number in each Presidency, &c., will be announced hereafter.

2. Any person desirous of competing at this examination must produce to the Civil Service Commissioners, before the 1st of February 1875, evidence showing—

- (a) That he is a natural-born subject of Her Majesty.
- (b) That his age, on the 1st March, 1875, will be above seventeen years and under twenty-one years. [*B. B.*—*In the case of natives of India this must be certified by the Government of India, or of the Presidency or Province in which the candidate may have resided.*]
- (c) That he has no disease constitutional affection, or bodily infirmity unfitting him, or likely to unfit him, for the Civil Service of India.*
- (d) That he is of good moral character; he must also pay such fee as the Secretary of State for India may prescribe†

3. Should the evidence upon the above points be *prima facie* satisfactory to the Civil Service Commissioners, the candidate will, upon payment of the prescribed fee, be admitted to the examination. The Commissioners may, however, in their discretion, at any time prior to the grant of the certificates of qualification hereinafter referred to, institute such further inquiries as they may deem necessary; and if the result of such inquiries, in the case of any candidate, should be unsatisfactory to them in any of the above respects, he will be ineligible for admission to the Civil Service of India, and if already selected, will be removed from the position of a probationer.

4. The examination will take place only in the following branches of knowledge:—

	Marks.
English composition	500
History of England—including that of the Laws and Constitution	500
English Language and Literature	500
Language, Literature, and History of Greece	750
" " " " Rome	750
" " " " France	375
" " " " Germany	375
" " " " Italy	375
Mathematics (pure and mixed)	1,250
Natural Science: that is (1) Chemistry, including Heat; (2) Electricity and Magnetism; (3) Geology and Mineralogy; (4) Zoology; (5) Botany	1,000
* * The total (1,000) marks may be obtained by adequate proficiency in any two or more of the five branches of science included under this head.	
Moral Sciences: that is, Logic, Mental and Moral Philosophy	500
Sanskrit Language and Literature	500
Arabic Language and Literature	500

Candidates are at liberty to name, before February 1, 1875, any or all of these branches of knowledge. No subjects are *obligatory*.

5. The merit of the persons examined will be estimated by marks; and the number set opposite to each branch in the preceding regulation denotes the greatest number of marks that can be obtained in respect of it.

* Evidence of health and character must bear date not earlier than the 1st January 1875.

† The fee for this examination will be £5, payable by means of a special stamp according to instructions which will be communicated to candidates.

6. No candidate will be allowed any marks in respect of any subject of examination, unless he shall be considered to possess a *competent knowledge* of that subject.*

7. The examination will be conducted by means of printed questions and written answers, and by *vivâ voce* examination, as may be deemed necessary.

8. The marks obtained by each candidate, in respect of each of the subjects in which he shall have been examined, will be added up, and the names of the candidates who shall have obtained a greater aggregate number of marks than any of the remaining candidates will be set forth in order of merit, and such candidates shall be deemed to be selected candidates for the Civil Service of India, provided they appear to be in other respects duly qualified. Should any of the selected candidates become disqualified, the Secretary of State for India will determine whether the vacancy thus created shall be filled up or not. In the former case, the candidate next in order of merit, and in other respects duly qualified, shall be deemed to be a selected candidate. A selected candidate declining to accept the appointment which may be offered to him will be disqualified for any subsequent competition.

9. Selected candidates before proceeding to India will be on probation for two years, during which time they will be examined periodically, with a view of testing their progress in the following subjects:—†

1. Oriental languages :	Marks.
Sanskrit	500
Vernacular languages of India (each)	400
2. The History and Geography of India	350
3. Law	1,250
4. Political Economy	350

In these examinations, as in the open competition, the merit of the candidates examined will be estimated by marks, and the number set opposite to each subject denotes the greatest number of marks that can be obtained in respect of it at any one examination. The examinations will be conducted by means of printed questions and written answers, and by *vivâ voce* examination, as may be deemed necessary. The last of these examinations will be held at the close of the second year of probation, and will be called the "Final Examinations," at which it will be decided whether a selected candidate is qualified for the Civil Service of India.

10. Any candidate who, at any of the periodical examinations, shall appear to have wilfully neglected his studies, or to be physically incapacitated for pursuing the prescribed course of training, will be liable to have his name removed from the list of selected candidates.

11. The selected candidates who, at the Final Examination, shall be found to have a competent knowledge of the subjects specified in Regulation 9, and who shall have satisfied the Civil Service Commissioners of their eligibility in respect of age, health, and character, shall be certified by the said Commissioners to be entitled to be appointed to the Civil Service of India, provided they shall comply with the regulations in force, at the time, for that Service.

* "Nothing can be further from our wish than to hold out premiums for knowledge of wide surface and of small depth. We are of opinion that a candidate ought to be allowed no credit at all for taking up a subject in which he is a mere smatterer."—Report of Committee of 1854. A deduction of marks will be made under each subject, including Mathematics.

† Full instructions as to the course of study to be pursued will be issued to the successful candidates as as soon as possible after the result of the open competition is declared.

‡ Including, besides the languages prescribed for the several Presidencies, such other languages as may, with the approval of the Commissioners, be taken up as subjects of examinations.

12. Applications from persons desirous to be admitted as candidates are to be addressed to the Secretary to the Civil Service Commissioners, London, S. W., from whom the proper form for the purpose may be obtained.

29th July 1874.

The Civil Service Commissioners are authorized by the Secretary of State for India in Council to make the following announcements:—

(1.) *Selected candidates will be permitted to choose,* according to the order in which they stand in the list resulting from the open competition as long as a choice remains, the Presidency (and in Bengal the Division of the Presidency) to which they shall be appointed, but this choice will be subject to a different arrangement, should the Secretary of State or Government of India deem it necessary.*

(2.) *No candidate will be permitted to proceed to India before he shall have passed the Final Examination and received a certificate of qualification from the Civil Service Commissioners, or after he shall have attained the age of twenty-four years.*

(3.) *The seniority in the Civil Service of India of the selected candidates shall be determined according to the order in which they stand on the list resulting from the Final Examination.*

(4.) *It is the intention of the Secretary of State to allow the sum of £50 after each of the three first half-years of probation, and £150 after the last half-year, to each selected candidate who shall have passed the required examinations to the satisfaction of the Commissioners, and shall have complied with such rules as may be laid down for the guidance of selected candidates.*

(5.) *All selected candidates will be required, after having passed the second periodical examination, to attend at the India Office for the purpose of entering into an agreement binding themselves, amongst other things, to refund in certain cases the amount of their allowance in the event of their failing to proceed to India. For a candidate under age a surety will be required.*

(6.) *After passing the Final Examination, each candidate will be required to attend again at the India Office, with the view of entering into covenants and giving a bond for £1,000, jointly with two sureties, for the due fulfilment of the same. The stamps payable on these documents amount to £1 10s.*

(7.) *Candidates rejected at the Final Examination of 1877 will in no case be allowed to present themselves for re-examination.*

CIVIL SERVICE OF INDIA.

FORM OF APPLICATION; TO BE FILLED UP BY CANDIDATES.

* * This Form must be sent so as to be received at the Office of the Civil Service Commission before the 1st of February, 1875:

Date

SIR

I BEG to inform you that I desire to be a candidate at the forthcoming examination for the Civil Service of India.

* This choice must be exercised immediately after the result of the open competition is announced, on such day as may be fixed by the Civil Service Commissioners.

As required by the Regulations, I transmit herewith—

(1.) If a General Register Office certificate cannot be obtained, the instructions printed on the other side will show what evidence should be supplied. If evidence is already in the hands of the Commissioners, strike out "A certificate of my birth," and insert "Evidence is already in the possession of the Commissioners."

(1.) A certificate of my birth, showing that I was born on the 18th of March 1875, will be above 17 years (complete,) and under 21 years.

(2.) The terms indicated by the marks of quotation must appear in the certificate, which must be given after personal examination, and bear date not earlier than 1st January 1875.

(2.) A certificate signed by

of my having "no disease, constitutional affection, or bodily infirmity unfitting me for the Civil Service of India."

(3.) Two testimonials must be sent bearing date not earlier than 1st January, 1875. One of them should be given by an intimate acquaintance (not a relative) of not less than three or four years' standing; the other, if the candidate has recently left school, should be given by his late school-master, or if he has had employment of any kind, by his late employer. If the candidate has been at any University, he should send a certificate of good conduct from his College tutor.

(3.) Proof of my moral character, viz.:

(4.) If mathematics be named, state whether pure or mixed, or both are intended; if natural science be mentioned, state which branches.

(1.) A testimonial from

(2.) A testimonial from

(4.) A statement of the branches of knowledge in which I desire to be examined, viz.:

I have also to state, with reference to Section 2, Clause (a.) of the Regulations, that I am a natural-born subject of Her Majesty.

I am, Sir,

Your obedient Servant,

Name in full

Address,

To the Secretary

Civil Service Commission.

EVIDENCE OF AGE TO BE REQUIRED FROM CANDIDATES FOR THE CIVIL SERVICE OF INDIA.

I.—Every candidate born in England or Wales should produce a certificate from the Registrar-General of Births, Marriages, and Deaths, or from one of his provincial Officers. This certificate may be obtained at Somerset House, or from the Superintendent Registrar of the District in which the birth took place.

II.—A candidate who is a Native of India must have his age certified by the Government of India, or of the Presidency or Province in which he may have resided,

III.—Every other candidate *not producing the certificate mentioned in Clause I* must prove his age by Statutory Declaration, and should also, if possible, produce a record of Birth or Baptism from some official Register; under which term may be included the Parochial Registers of Baptisms, the non-Parochial Registers of Baptisms and Births deposited at Somerset House under Acts of Parliament, the Register kept at the India Office of persons born in India, &c., &c. This Regulation applies—

1. To all candidates not born in England or Wales.

2. To candidates who, though born in England or Wales, cannot produce the Registrar-General's certificate.

The Civil Service Commissioners reserve to themselves the right of deciding in each case upon the sufficiency of the evidence produced, but they subjoin the following general rules for the guidance of candidates:—

- (a.) The Declaration should specify precisely the date and place of birth, and should, if possible, be made by the father or mother of the candidate. If made by any other person, it should state the circumstances which enable the Declarant to speak to the fact. If an entry in a Bible or other family record be referred to, the Bible or other record must be produced at the time of making the Declaration, and must be mentioned in the Declaration as having been so produced.
- (b.) If the candidate was born in England or Wales, the Declaration must contain a statement, that after due enquiry no entry has been found in the books of the Registrar-General; or a separate Declaration must be made to that effect.
- (c.) If no extract from any Register is produced, the Declaration must contain a statement, that after due inquiry no such record is believed to exist; or a separate Declaration must be made to that effect.
- (d.) Statutory Declarations must be exactly in the form prescribed by the Act of 5 and 6 William IV., c. 62. A printed form, if required, will be supplied on application to the Civil Service Commissioners.

N. B.—Clergymen, as such, are not qualified to take Declarations.

LEAVE AND ALLOWANCES.

The 18th December 1874.

No. 7310.—The Governor General in Council directs that the words "Bombay Presidency and the" be inserted immediately before the words "Central Provinces" in the *Exception* to Section 1 (b) of Supplement F to the Civil Leave Code.

PENSIONS AND GRATUITIES.

The 18th December 1874.

No. 7280.—The Civil Annuity Funds of Madras and Bombay having been abolished, the Governor General in Council directs that the following be substituted for Rule 9 under Section 35 of the Civil Pension Code:—

9. The deduction made under this section from the salary of a covenanted civil servant includes the deduction on account of annuity. The portion which is to be considered as deduction on account of annuity is equal to one-twenty-fourth part of the salary remaining to the officer after the whole deduction.

Where, however, the salary to be drawn is already fixed on other considerations (as, *e. g.*, where the officer is to receive a salary equal to what he drew prior to the transfer), the contribution under this section should be calculated upon the salary which remains to him after the usual deduction on account of annuity.

Example.—The pay of A. B. is Rs. 1,000. The deduction on account of his annuity is Rs. 40, and the contribution which he must pay, if transferred to serve

under the native state, is $\frac{1000-40}{4} = 240$. The whole charge on the native state is Rs. 1,000, *plus* Rs. 240, or Rs. 1,240. Out of this A. B. will pay Rs. 240 to Government; A. B. will separately pay Rs. 40 on account of annuity.

The Governor General in Council also directs that the note within brackets which precedes Section 1 of Supplement A to the Civil Pension Code be omitted.

SEPARATE REVENUE—STAMPS.

The 18th December 1874.

No. 7317.—In exercise of the power conferred by section 35 of the Court Fees Act VII of 1870, the Governor General in Council is pleased to permit the fees leviable on the under-mentioned documents :—

Copy of the judgment or order given by a Criminal Court under Section 464, Code of Criminal Procedure, to the accused person or persons affected by such judgment or order, provided that such person is in Jail, or that the Court for some special reason sees fit to give such copy free of cost.

FOREIGN DEPARTMENT.

NOTIFICATIONS.—REVENUE.

Fort William, the 22nd December 1874.

No. 301 R.—The following Regulation continuing for a time the Hazara Forest Regulation of February 1873, which expired on the 1st April 1874, is published for general information :—

Whereas the Regulation, for the conservancy of trees and forest lands in Hazara, published under the Notification by the Government of India, in the Foreign Department, No. 35 R, dated the 25th February 1873, has ceased to be in force, and it is expedient to revive and continue the operation of the said regulation for a time :

A draft of the following Regulation together with the reasons for proposing the same, having been proposed by the Lieutenant-Governor of the Panjab to the Governor General in Council, and having been taken into consideration and approved by the Governor General in Council, and having received the Governor General's assent, is now published with reference to 33 Victoria, Chapter 3, Section 1 :—

The Regulation for the conservancy of trees and forest lands in Hazara published under the Notification by the Government of India, in the Foreign Department, No. 35R, dated the 25th February 1873, shall be deemed to be and to have been in force in Hazara District from the 1st day of April 1874, and shall continue in force in the said district until expressly repealed.

FINANCIAL DEPARTMENT.

LEAVE AND ALLOWANCES.

Fort William, the 23rd December 1874.

No. 7458.—The Governor General in Council directs that the words "and" with the previous consent of the Government of India, in the Military Department

to a Military Officer in Civil employ" be inserted after the words "Covenanted Civil Servant" in Rule 2, under Section 18 of the Civil Leave Code.

The 30th December 1874.

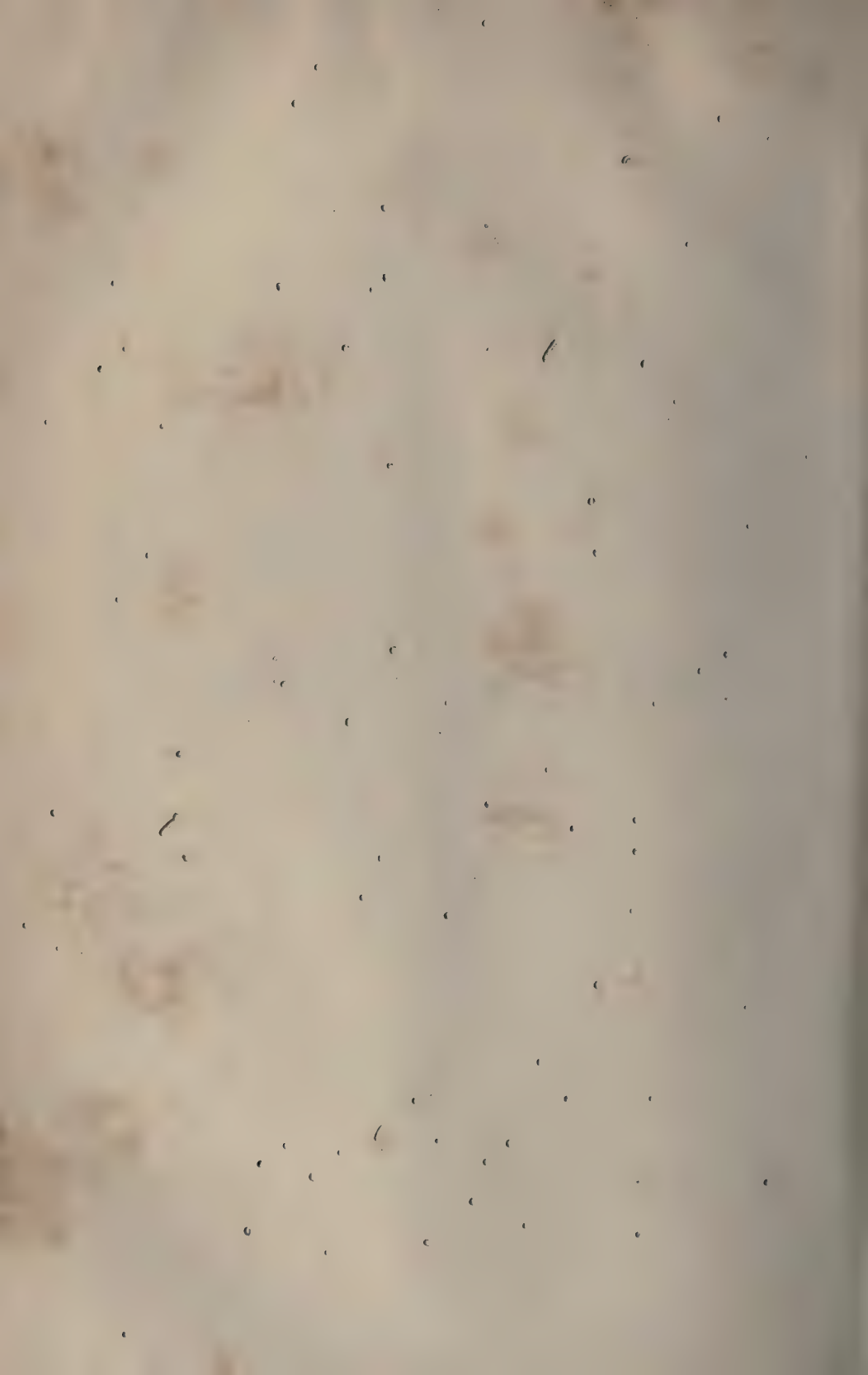
No. 7513.—In continuation of the Notification of the Government of India, in this Department, No. 5235, dated the 28th August 1874, the Governor General in Council is pleased to direct that in Section 10(b) of Supplement E to the Civil Leave Code, the words *day before* shall be substituted for the words "date of" and the words "after that" cancelled.

SEPARATE REVENUE—STAMPS.

The 31st December 1874.

No. 7516.—In exercise of the powers conferred by Section 16 of the General Stamp Act 18 of 1869, the Governor General in Council is pleased to remit the whole of the duties chargeable under the said Act on Affidavits made as a condition of enlistment under the Indian Articles of War.

PUNJAB GOVERNMENT ORDERS,
1874.



PUNJAB GOVERNMENT ORDERS.

DEPARTMENT OF AGRICULTURE, REVENUE AND COMMERCE.

The 14th January 1874.

No. 95.—With reference to the Notifications of this Government, Nos. 46 and 1497, dated respectively the 6th January and 11th October 1873, the following rules for giving effect to the provisions of Act XVII of 1861 in the Multan Division of Inland Customs as now constituted, are published for general information, and will have the force of law :—

Illegal acts involving Penalties.

The bringing of sugar or saccharine produce, uncovered by a proper rawanna, within half a mile of the inner fence of the Customs Line, shall subject the offenders to all the penalties prescribed by Act XIV of 1843.

The attempt to bring sugar or saccharine produce, even when accompanied by a rawanna, across the Customs Line, except by an open chowki, shall subject the offender to all the penalties prescribed by the said Act,—provided that persons having in their possession, uncovered by a rawanna, sugar or saccharine produce not exceeding five seers and intended for private consumption, shall not be held liable to the penalties prescribed in the Act, and are hereby exempted therefrom.

Circular No. 7—67, dated 14th January 1874.

From Secretary to Government Panjab and its Dependencies, to all Deputy Surgeons General, Indian Medical Department, and Civil Surgeons Panjab.

The Financial Commissioner has brought to notice that Medical Officers and Invaliding Committees, in furnishing certificates of incapacity for further service to applicants for pension, often omit to comply with Section 51 of the Civil Pension Code, which requires that the certificate should state whether the officer's incapacity for service is or is not permanent, and the nature of it, especially whether it is in any degree the result of irregular or intemperate habits.

2. I am accordingly desired to request that in future the requirements of the Civil Pension Code on this point may be strictly observed, as inattention to the rule causes delay and trouble in the disposal of business, and consequently hardship to applicants for pension.

Circular No. 8—844, dated 16th January 1874.

From Secretary to Government Panjab and its Dependencies, to all Commissioners and Deputy Commissioners in the Panjab.

It is desired by the Hon'ble the Lieutenant-Governor that the attention of Commissioners and District Officers be drawn to the remarks in paragraph 51 of the report of the Director of Public Instruction on Popular Education in the Panjab for 1872-73, as the state of things therein alluded to seems to indicate too great a readiness on the part of local officers to promote the village to the position of middle class schools on insufficient grounds.

DEPARTMENT OF AGRICULTURE, REVENUE AND COMMERCE.

Proceedings of the Hon'ble the Lieutenant-Governor of the Panjab in the Department of Agriculture, Revenue and Commerce,—No. 116, dated 19th January 1874.

READ again—

Letters addressed to the Registrar, Chief Court, and Secretary to Financial Commissioner, Nos. 640—41, of the 28th April 1873, referring for opinion proposals for a revision of the system of remunerating and promoting Tahsildars.

Read—

Letter No. 1323, dated 21st May 1873, from Registrar, Chief Court, communicating opinions of Judges.

Letter No. 3, dated 2nd January 1874, from Secretary to the Financial Commissioner.

RESOLUTION.—At present the salary of Tahsildars is not ordinarily fixed with reference to length of service or personal merit, but is attached to the particular Tahsil in which they are employed, and although, under recent orders Commissioners have the power of sanctioning transfers of salaries from one tahsil to another within the limits of their divisions, it not unfrequently happens that in one district a Tahsildar of junior standing is receiving a higher rate of salary than one of senior standing and of equal or greater merit in another.

2. Under these circumstances, it is the opinion of the Hon'ble the Lieutenant-Governor, in which the Judges of the Chief Court and Financial Commissioner concur, that the introduction of a system of classified salaries fixed irrespective of locality, such as obtains in almost every other department of the public service, will be at once more convenient and better calculated to secure promotion for the deserving.

3. The following are the rates of salary at present received by Tahsildars :—

RATES OF SALARY.	Number of Appointments.	AVERAGE SALARY.
Rs. 200 per mensem	18	} Rs. 160 per mensem.
" 175 "	25	
" 150 "	68	
" 125 "	7	
" 100 "	2	

His Honor is now pleased to resolve that, from the commencement of the official year 1874-75, the following scheme, by which Tahsildars are divided into four grades on salaries of Rs. 200, Rs. 175, Rs. 150, and Rs. 125 per mensem respectively, shall be gradually introduced as vacancies occur :—

GRADE.	Number of Appointments.	Salary per mensem.	AVERAGE SALARY.
First	20	Rs. 200	} Rs. 160 per mensem.
Second	30	175	
Third	50	150	
Fourth	20	125	

4. Accordingly, on the occurrence of any vacancy after the date above named, the new officer will be appointed to the lowest grade in the new scale, and the saving thereby effected will be distributed in making promotions so as to gradually bring into effect the arrangements of the new schedule.

5. Promotion from one grade to another will be regulated by the Financial Commissioner, on the recommendation of the Deputy Commissioner and Commissioner; and no such promotion shall ordinarily be made in the case of a Tahsildar who has not passed, or been exempted from, the prescribed examination.

6. On the occurrence of a temporary vacancy in the higher grades the *titulum tenens* will, as in the case of Extra Assistant Commissioners, be considered to officiate in the lowest grade, and his pay will be regulated according to the ordinary rules. No appointments to officiate in higher grades will be made.

7. In addition to their substantive pay, Tahsildars will also draw (as provided in a separate resolution) an allowance of ten per cent on their salaries in consideration of their performance of registration duties whenever required and in lieu of the share of the registration fees now received by them.

8. The existing rule under which personal allowances of Rs. 50 per mensem, eight in number, are awarded to deserving Tahsildars by the Financial Commissioner with the concurrence of the Judges of the Chief Court, will continue in force.

Proceedings of the Hon'ble the Lieutenant-Governor of the Panjab, in the Home Department,—
No. 307, dated 19th January 1874.

READ—

Letter No. 3906, dated 24th December 1873, from Secretary to Government of India. Home Department, regarding remuneration of Tahsildars performing duties of Sub-Registrars.

RESOLUTION.—The subject of the remuneration of Tahsildars, who perform the duties of Sub-Registrars of Assurances under the Indian Registration Act (VIII of 1871) has been under the consideration of the Hon'ble the Lieutenant-Governor.

2. At present Tahsildars who are registering officers are allowed half the fees on the documents registered by them on the first Rs. 50 of their collections in a month, and one-quarter of any collections in excess of Rs. 50.

3. Experience has shown that the system of remunerating Tahsildar Sub-Registrars by a share of the fees collected is highly inconvenient, as difficulties are thereby placed in the way of transferring Tahsildars from one tahsil to another according to the requirements of the administration,—such transfers being in many cases impossible under present arrangements without inflicting upon the official transferred a pecuniary loss which he does not deserve, or giving him an increase of income beyond his merits.

4. It is accordingly resolved by the Hon'ble the Lieutenant-Governor, with the approval of the Government of India, that on and after the commencement of the official year 1874-75, and until further orders, the present system whereby Tahsildar Sub-Registrars are remunerated by a share of the fees shall be abolished. From the date above named the whole amount of the fees collected in tahsil sub-registry offices will be credited to the Provincial Service Funds, and an allowance of 10 per cent on their salaries will be made to all Tahsildars in consideration of their performing registry duties when so required. This extra allowance will be charged to Provincial Funds, and will not be taken into consideration in calculating pensions.

5. Tahsildars will draw the above allowance of 10 per cent on their salaries, whether present in, or absent from, head-quarters; in the latter case the Naib-Tahsildar should, if necessary, be appointed to officiate for him, in which case the Naib-Tahsildar will receive 20 per cent on his salary during the period he officiates for the Tahsildar. District officers will of course take care that this liberal arrangement whereby the Tahsildar is secured a continuance of his allowance when absent from head-quarters is not abused.

Proceedings of the Hon'ble the Lieutenant-Governor of the Panjab in the Department of Agriculture, Revenue and Commerce,—No. 171, dated 24th January 1874.

READ—

Letter from the Government of India, in the Department of Agriculture, Revenue and Commerce, No. 60, dated 17th June 1873, forwarding statement showing incidence of octroi taxation in towns of the North-Western Provinces and the Panjab.

Letter from the same Department; No. 82, dated 24th October 1873, forwarding correspondence regarding measures taken in the Central Provinces for preventing octroi duties becoming transit dues.

Letter No. 1320, dated 13th December 1873, and No. 54, dated 12th January 1874, from the Secretary to the Financial Commissioner Panjab.

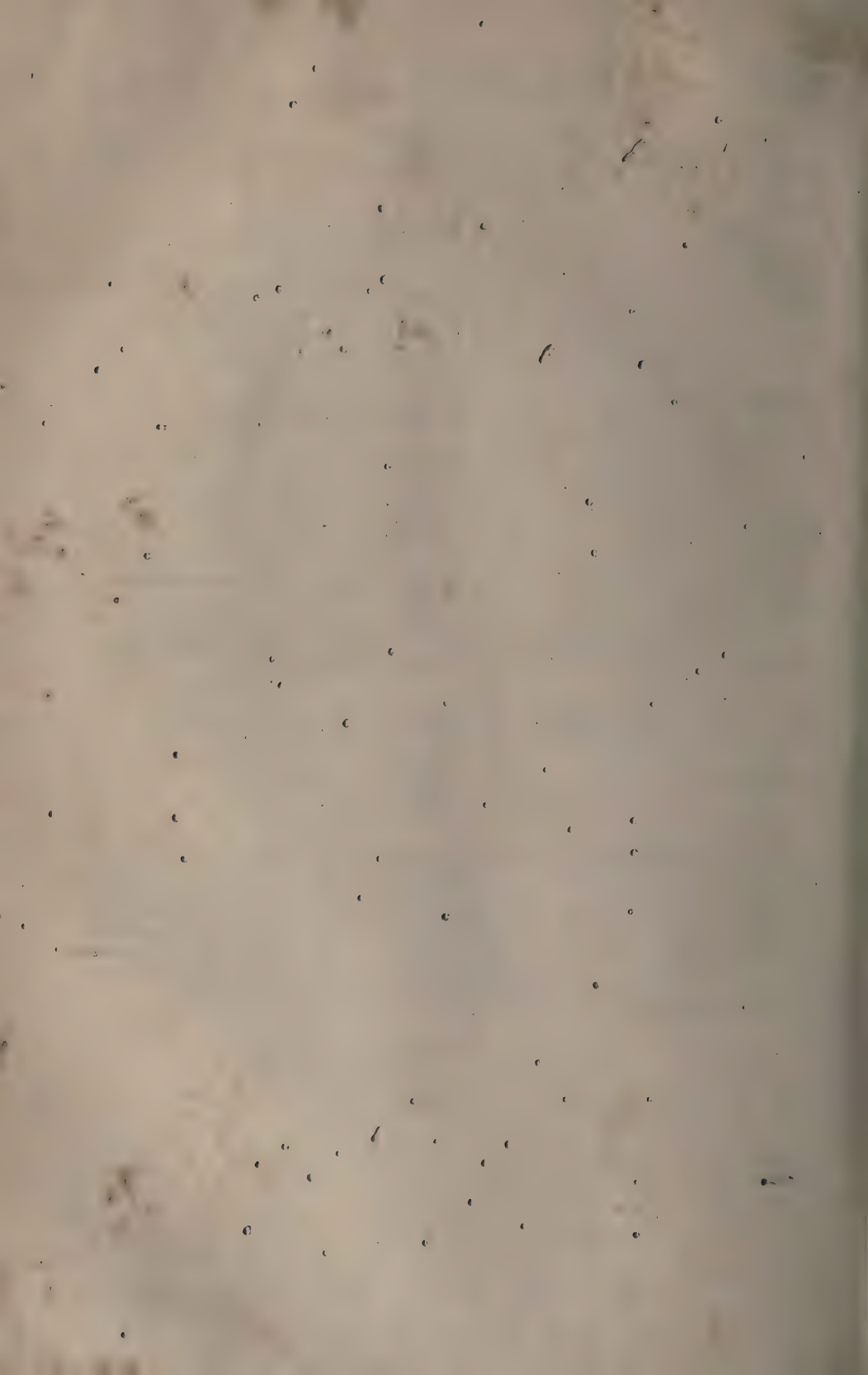
RESOLUTION.—The Financial Commissioner remarks that the first requisite for checking the taxation of goods in transit is to procure correct statistics of the quantities imported and taxed, which can best be done by holding the collection of octroi under direct management; and he suggests that a limit of octroi income be fixed, above which direct management should be prescribed and below which farms should be allowed. The great advantages of the system of direct management of the collection are pointed out by the Financial Commissioner, who, however, admits that it has some drawbacks; but the former in his opinion preponderate and he thinks it desirable the system should be extended. The Hon'ble the Lieutenant-Governor concurs generally in the views expressed by the Financial Commissioner, and considers that in all cases in which the aggregate octroi income of a municipality falls at a higher rate than 8 annas per head per annum of town population, direct management should be insisted on, unless special permission be obtained to resort to the farming system.

2. The following towns are shown in the returns of the last two years to have yielded an octroi income of 8 annas and upwards per head of population :—

<i>District.</i>	<i>Towns.</i>	<i>District.</i>	<i>Towns.</i>
Dehli	<ul style="list-style-type: none"> Dehli. Sonepat. Muzaffargarh. Balabgarh. Faridabad. 	Karnal	<ul style="list-style-type: none"> Karnal. Kunjpur.
		Hissar	<ul style="list-style-type: none"> Hissar. Hansi. Bhiwani. Fattiabad.
Gurgaon	<ul style="list-style-type: none"> Rawari. Parakhnagar. Firozpur. Palwal. Huttin. Panuhana. 	Rohtak	<ul style="list-style-type: none"> Beri. Kharkhowdah.
		Sirsa	<ul style="list-style-type: none"> Sirsa. Fazilka. Ellenabad. Firozpur. Maktsar. Dharmkot.
Ambalah	<ul style="list-style-type: none"> Ambalah. Jagadhri. Rupar. 	Firozpur	<ul style="list-style-type: none"> Zirah. Kot Fsa Khan. Fattehgarh. Makhu.
Simla	<ul style="list-style-type: none"> Simla. 		
Ludianah	<ul style="list-style-type: none"> Ludianah. Jagraon. Machewara. 		
Jalandhar	<ul style="list-style-type: none"> Jalandhar. 	Gujranwalah	<ul style="list-style-type: none"> Gujranwalah. Wazirabad.

<i>District.</i>	<i>Towns.</i>	<i>District.</i>	<i>Towns.</i>
Hoshiarpur ...	Hoshiarpur.		Murri.
	{ Dharmsala.		Rawalpindi.
Kangra ...	{ Kangra.		Attock.
	{ Haripur.	Rawalpindi ...	Hazro.
Amritsar ...	{ Amritsar.		Hassan Abdal.
	{ Tarn Tarn.		Kallar.
Sialkot ...	Sialkot.		Makhad.
	{ Dalhousie.		Jhelam.
	{ Gurdaspur.	Jhelam ...	{ Pind Dadan Khan.
	{ Dinanagar.		{ Chakwal.
	{ Barhampur.		{ Bhera.
Gurdaspur ...	{ Kalanour.		{ Miani.
	{ Batala.	Shahpur ...	{ Sahiwal.
	{ Sri Gobindpur.		{ Khushab.
	{ Derman.		{ Shahpur.
	{ Bain Pind.		{ Multan.
	{ Lahore.		{ Shujaabad.
Lahore ...	{ Kasur.	Multan ...	{ Kehrur.
	{ Chunian.		{ Jalalpur.
	{ Khemkarn.		{ Mailsi.
Jhang ...	{ Jhang cum	Derah I. Khan, {	Derah Ismail Khan.
	{ Maghiansah.		{ Kolachi.
	{ Montgomery.		{ Derah Ghazi Khan.
Montgomery ...	{ Pak Pattan.	Derah G. Khan. {	Nowsherah and Dajal.
	{ Syadwala.		{ Hajipur.
	{ Dipalpur.		{ Mithankot.
	{ Muzaffargarh.	Bannu ...	{ Edwardesabad.
	{ Khangarh.		{ Kalabagh.
Muzaffargarh ...	{ Alipur.	Peshawar ...	{ Peshawar.
	{ Sitpur.	Hazara ...	{ Haripur.
	{ Kot Adu.	Kohat ...	{ Kohat.
	{ Khairpur.		

The Hon'ble the Lieutenant-Governor accordingly rules that the collection of octroi in all the above-mentioned towns shall, from the 1st April 1874, be brought under direct management, unless permission shall in the meantime have been obtained to arrange otherwise. All district officers will therefore take the necessary steps for carrying out this order, unless they have good grounds for recommending the continuance or adoption of the farming system in some of the minor municipalities named, in which case their representations, which should be made without delay, will receive favorable consideration.



Circular No. 11½—179, dated 7th February 1874.

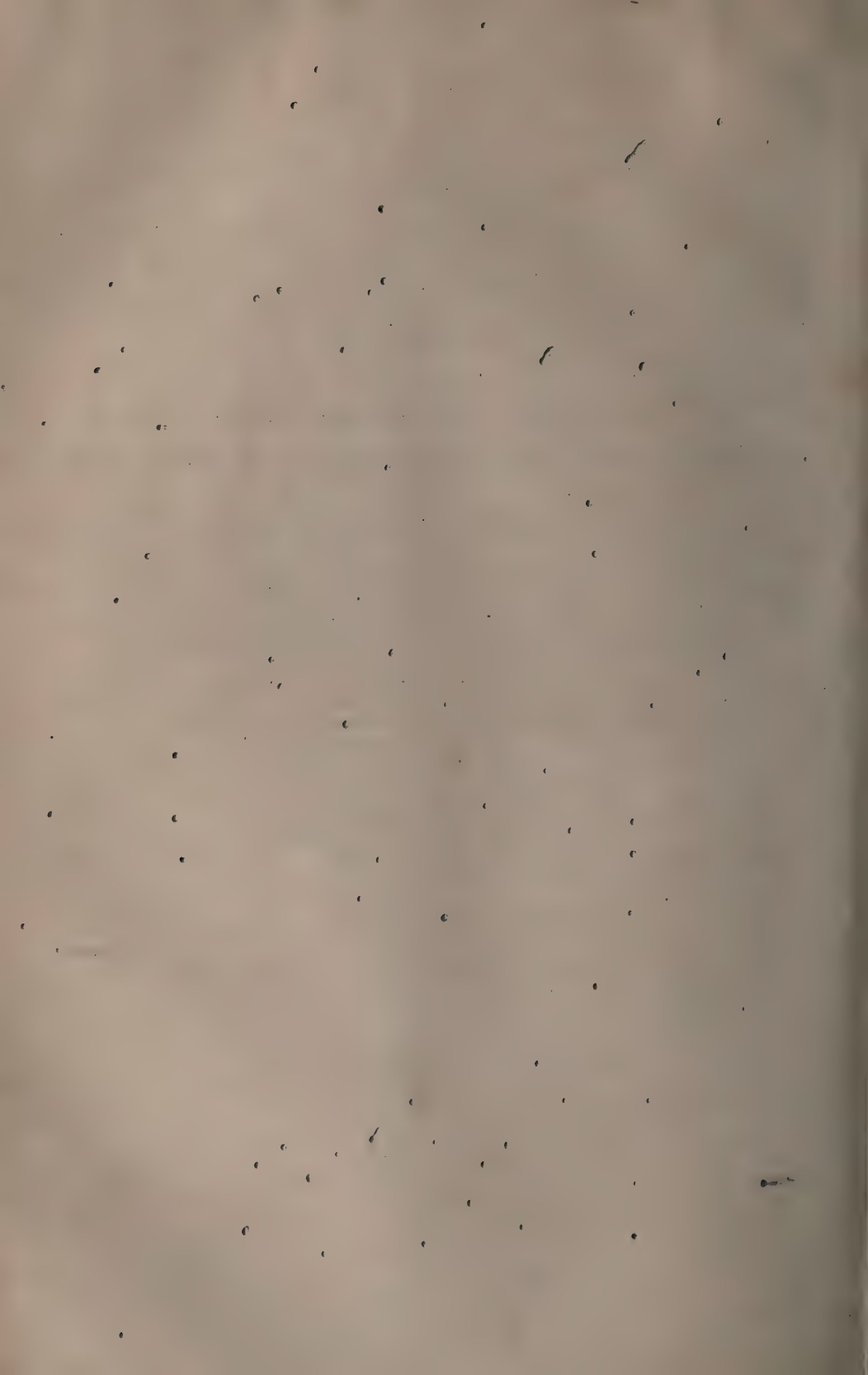
From Secretary to Government, Panjab, and its Dependencies, to all Commissioners, Financial Commissioner and Accountant General, Panjab.

In supersession of former orders on the subject, it is requested that all applications for the transfer of payment of service pensions be in future addressed to the Accountant General, who has been authorized under Sec. 87 of the Civil Pension Code, and Financial Department Resolution No. 275, dated, 14th January 1874, to dispose of such applications.

Circular No. 14—357, dated 20th February 1874.

From Secretary to Government, Panjab and its Dependencies, to all Commissioners and Superintendents in the Panjab.

Bills for compensation to zemindárs for damage done to land under cultivation by the Lieutenant-Governor's camp during His Honor's winter tours having been frequently submitted to this office for payment, I am desired to request that in future tahsildárs be directed to point out beforehand that damage is likely to be done to a crop, and to suggest the division of the camp. Where damage has been done to a crop, the claim for compensation should be promptly put forward, and not, as has sometimes been the case, more than a twelvemonth afterwards.



No. 327, dated 9th March 1874.

From Secretary to Government Panjab, to the Commissioner and Superintendent, Jalandhar Division.

In reply to your letter No. 42315, dated 17th February, I am desired to state that the Hon'ble the Lieutenant-Governor agrees to confer on Commissioners the power of granting remissions to ferry contractors as compensation for loss of ferry collections due to exceptional causes.

No. 392, dated 20th March 1874.

From Secretary to Government Panjab, to the Accountant-General Panjab.

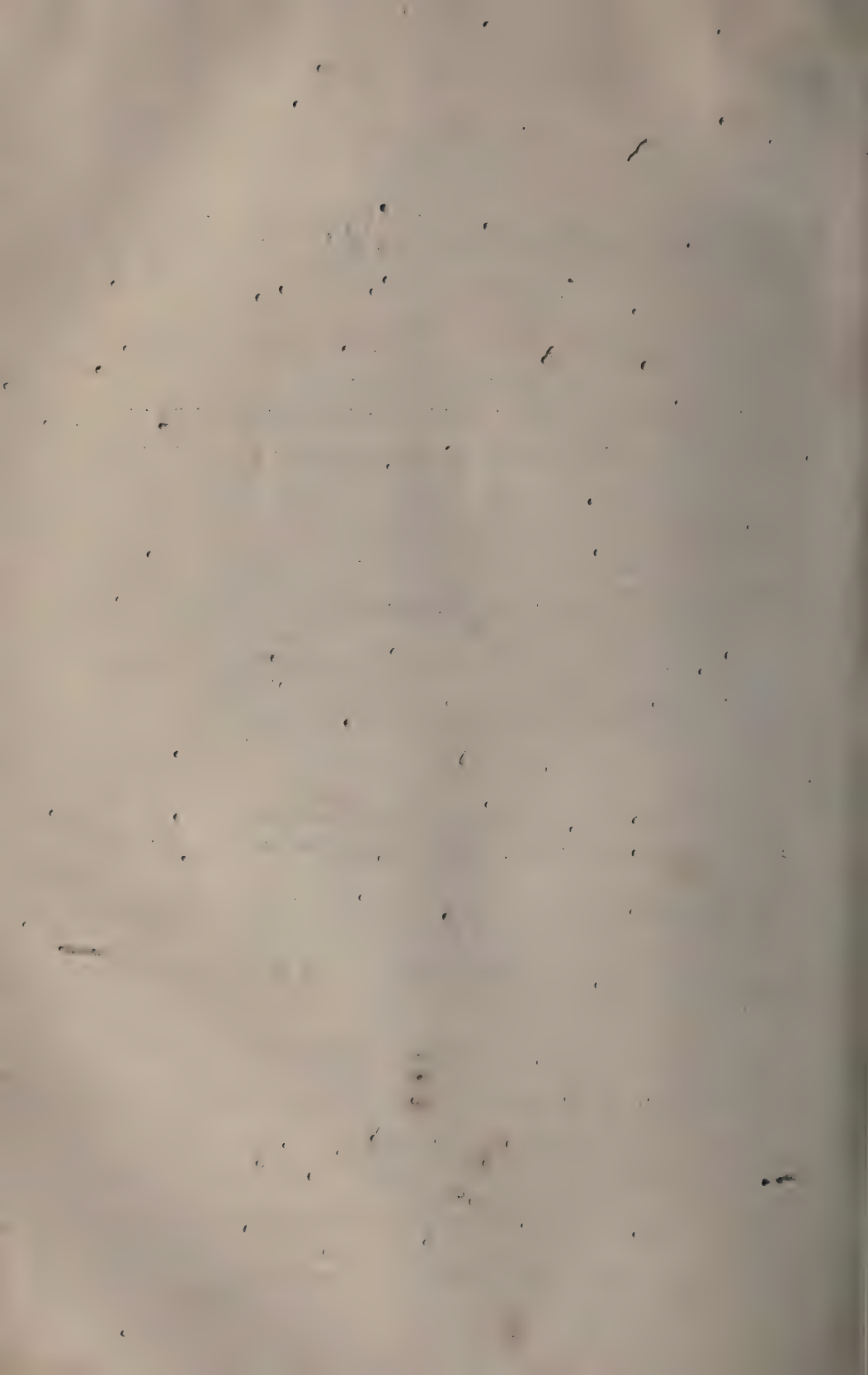
I am desired to acknowledge the receipt of your letter No. 3372, of the 6th March, reporting that some of the District Budgets for 1874-75 provided for allowances to head clerks and other members of existing Government establishments, which you had struck out, as you considered it an infringement of the rules laid down in notification of the 12th April last.

2. The Hon'ble the Lieutenant-Governor does not consider it necessary to interfere with the action you have taken in removing these items of charge from the present district estimates, but His Honor observes that it may sometimes prove an economical arrangement to give a member of an existing Government establishment a small extra allowance instead of employing a separate man. He, however, considers it desirable and necessary that any such addition made to the salary of an officer should be reported to Government for sanction. This view will accordingly be communicated to District Officers for information and guidance.

Circular No. 22-438, dated 26th March 1874.

From Secretary to Government Panjab and its Dependencies, to all Commissioners in the Panjab.

As great inconvenience has resulted from bills for charges connected with His Honor's tours being submitted many months after the charges were incurred, I am to request that you will instruct District Officers in future to submit all bills promptly to the Private Secretary to His Honor the Lieutenant-Governor for countersignature.



DEPARTMENT OF AGRICULTURE, REVENUE AND COMMERCE.

The 30th March 1874.

No. 575.—In supersession of para 4 of Punjab Government Notification No. 1804, dated 18th December 1873, the Hon'ble the Lieutenant-Governor is pleased to issue the following Notification under Section 12 of the Panjab Land Revenue Act (XXXIII of 1871):—

Under the provisions of Section 22 of Act XIX of 1863, the Financial Commissioner is, as regards suits under the Panjab Tenancy Act, invested with the powers of the Chief Court for the purpose of trying special appeals from the Commissioner of Hissar, the Deputy Commissioner of Rohtak, and the Settlement Officer of Rohtak in all decisions passed by them in regular appeal under Section 21 of the said Act, and with the powers of a Court of final appeal in respect of suits tried by the above-mentioned officers under the Panjab Tenancy Act, the said powers to be exercised in respect of such suits arising in the Rohtak district.

31st March 1874.

No. 585.—Under the powers conferred by Section 3 of Act XIV of 1843, and in modification of Rule 2 of the Resolution of the 10th February 1844, the Honorable the Lieutenant-Governor is pleased to notify that the area occupied by any railway on the west bank of the Jamna at Dehli and by the line of the Rajputana (State) Railway between Dehli and Garhi Harsru shall be included in customs jurisdiction for the purposes of the said Act.

HOME DEPARTMENT.

The 25th March 1874.

No. 1245.—With the sanction of the Governor-General in Council the Honorable the Lieutenant-Governor is pleased, under Section 5 of Act XXVII of 1871 (the Criminal Tribes' Act), to declare the tribe known as the Sausis to be a criminal tribe, and that the provisions of the said Act are applicable to it.

The 27th March 1874.

No. 1261.—It is hereby notified, for general information, that the general provisions of Act XXXI of 1860, commonly known as the "Arms Act," as modified by Act VI of 1866, have effect in all districts under the Panjab Government.

2. In the following districts the provisions of Section 32 (prohibiting the possession of arms and ammunition without a licence) are in force, except in regard to certain classes and persons specially exempted as hereinafter detailed:—

Dehli.
Gurgaon.
Karnal.
Hissar.
Rohtak.
Sirsa.
Ambalah.
Ludianah.
Jalandhar.
Amritsar.
Lahore.
Firozpur.

Gujranwalah.
Gujrat.
Jhelam.
Rawalpindi.
Shahpur.
Jhang.
Muzaffargarh.
Multan.
Montgomery.
Sialkot.
Hosharpur.
Gurdaspur.

3. In the following districts the provisions of Section 32 are not in force :—

Peshawar.	Derah Ghazi Khan.
Hazara.	Bannu.
Kohat.	Simla.
Derah Ismail Khan.	Kangra.

4. The following classes and persons are specially exempted from the provisions of Section 32 (prohibiting the possession of arms and ammunition without a licence) and Section 26 (providing a penalty for going armed and carrying arms without a licence), in addition to those exempted under the provisions of Section 27 of the Act :—

- (1.) All Europeans, Americans and Anglo-Indian subjects.
- (2.) Certain Chiefs, Jaghirdars, Magistrates and Vakils named in the *Panjab Gazette* of the 1st September 1860, 28th November 1860, 13th July, and 21st September 1864.
- (3.) All Honorary Magistrates in the Panjab.
- (4.) All Police Zaildars in the Panjab.

5. Overseers and Assistant Overseers of the mail line of the Postal Department in the Panjab are exempted from taking out licences to carry arms under Section 26 so long as they continue in the service of Government.

FOREIGN DEPARTMENT.

The 4th April 1874.

No. 610.—The following Rules for the guidance of travellers visiting the dominions of His Highness Maharaja Ranbir Singh of Jammu and Kashmir, and Government of India Notification defining the powers of the British Officer for the time being on duty therein, are republished for general information:—

1. The Panjab Government no longer issues passes for visitors to Kashmir.

The number of Military Officers in Kashmir at one time is restricted to two hundred. The disposal of passes for this number, less a certain number reserved for the Panjab Frontier Force, is with His Excellency the Commander-in-Chief. Frontier Force Officers desiring to visit Kashmir must apply to the Brigadier-General Commanding.

Civilians and Military Officers in civil employ, but a small proportion of whom under the leave rules can visit Kashmir the same season, do not require any passes; but they should report their intention to travel in Kashmir to the Assistant Secretary, Lahore, and can obtain at the Secretariat Office, Lahore, a copy of the rules to which they must conform.

2. There are four authorized routes for European visitors to Kashmir.

First.—The principal road from the plains by Bhimbar and Rajaori. This road, over the Pir Panjal Range, is not open till May, and is closed by the snow at the beginning of November; it is the old imperial road:—

No.	Name of Stage.	Distance in Kos.
1.	Bhimbar	...
2.	Serai Saidabad	8
3.	Nowshera	7
4.	Serai Changas	7
5.	Rajaori (Rampur)	8
6.	Thana Mandi	8
7.	Baramgalla	7
8.	Poshtiana	6
9.	Serai Aliabad	7
10.	Dupjian (Hirpur)	6
11.	Shapiyon	6
12.	Ramu	7
13.	Srinagar	9
		<hr/> 86 <hr/>

At all these stages the Maharaja has had rest-houses erected, and the supply of coolies and carriage is arranged for by contractors.

[NOTE.—In calculating distances the kos may be taken as equivalent to about $1\frac{1}{2}$ English miles.]

Second.—The road from the plains of Kottipanch, Uri and Baramula. This road is open in April, but it is difficult, and is not recommended.

Third.—The road from Marri by Chakar and Baramula.

No.	Name of Stage.	Distance in miles.
1.	Marri	...
2.	Dawal	12
3.	Kohala	10
4.	Chakar	11
5.	Rhara	9
6.	Thandali	14
7.	Gharri	8
8.	Hattian	12
9.	Chikoti	14
10.	Uri	14
11.	Uran Buach	10
12.	Baramula	13
13.	Srinagar	...

There are dak bungalows at all the stages, and carriage, &c., is provided by contractors. The road generally is good, and travelling easy. The stages from Rhara to Thandali, and from Hattian to Chikoti, are troublesome, and in coming from Gharri to Hattian there is a mountain stream to cross, which may cause considerable delay when it is swollen by the rains. The last stage, from Baramula to Srinagar, is usually done by boat in two days,—the first night being spent at Supar.

Fourth.—The road from Peshawar, through Hazara and by Muzaffarabad, Katlai and Baramula. This road is comparatively easy, and is open throughout the year.

The special permission of the Punjab Government must be obtained by travellers proposing to travel from Kashmir to Simla (or *vice versa*) across the hills, or to the plains (or *vice versa*) by Kishtwar, Bhadwan and Chamba. British Officers are prohibited from making application on behalf of themselves or their friends direct

to his Highness the Maharaja, or his officers, for permission to proceed to or from Kashmir by any but the authorized routes.

[Note—Throughout Chamba territory rest-houses and supplies for travellers will be found.]

All other routes are positively forbidden.

3. Carriage and coolies.

The rates ordinarily payable per stage are—

Per cooly	4 annas.
„ kahar	6 „
„ pony or mule	8 „

Where the rates according to schedules attested by the District officer are higher than the above, payment shall be made at such higher rates.

A cooly's load shall not exceed 25 seers, nor that of a pony or mule exceed 3 maunds.

Coolies must be paid daily, and travellers should see payment made in their own presence.

4. Travellers on reaching a stage must send forward to the next stage notice of their requirements; otherwise delay will be experienced.

5. In returning from Kashmir coolies or carriage are not to be taken beyond the Maharaja's frontier, or the first stage beyond the frontier.

6. Unless travellers encamp at the fixed stages and encamping-grounds, there is no certainty that supplies will be available. They should not encamp within villages.

7. Arrangements for coolies and carriage are made as follows:—

(a.) On the Marri road, by a contractor who has the line of road from Baramula to Kohala, and is bound to keep 50 coolies and 10 ponies at each stage. He has two sepoy and the village shopkeeper at each stage as his agents, and application for carriage should be made to them or to the thanadar.

(b.) On the Muzaffarabad road the same contractor as on the Marri road will supply carriage on due notice being given beforehand. In case of need travellers may apply to the officials of the Rajas of Kathai and Uri within their respective territories,—elsewhere to the lambardars.

(c.) On the Bhimbar road carriage is supplied by contractors.

(d.) At Srinagar, Babu Mohish Chand supplies carriage, &c.; from Ramu to Pir Panjal is one contractor, from Thana to Bhimbar another, who have as agents the village shopkeepers along the road. From Thana to Barangalla the subjects of the Maharaja serve as coolies; from Barangalla to Shapiyon those of Raja Moti Sing, of Punch; from Shapiyon to Barangalla, those of the Maharaja. The Thanadar of Barangalla is responsible for the coolies coming from Raja Moti Singh's territories; he will also see to the supply of coolies along the Punch road, having as agents the lambardars of the villages.

Travellers must make their own arrangements with the contractors. They are recommended to use mules or ponies wherever possible rather than coolies.

8. Travellers must not interfere with any Kashmir officials, and no calls are to be made on them except in real emergencies. All payments are to be made at the rates demanded, which, if exorbitant, can be reported to the officer on duty at Srinagar.

9. A book will be presented at each stage, in which every traveller is required to write legibly his name, rank, station, and the date of his arrival.

10. When going on shooting excursions visitors must take carriage and supplies with them, and are not to demand them in places where no provision is made for supplying them. They are not to press into their service the people of the country as beaters for game.

11. Should travellers have reason to consider that they or their servants have been ill-treated or affronted, they are strictly forbidden to adopt any other means of obtaining redress than by making complaint to the officials of the Maharaja on the spot, and immediately reporting the circumstances to the British Officer on duty at Srinagar.

At Srinagar complaints are to be preferred direct to the Officer on duty, and are not to be preferred in any Kashmir Court.

12. Visitors are forbidden to take away with them from Kashmir on any pretext whatever any subject of the Maharaja without obtaining permission and a passport from the Kashmir Authorities.

13. Travellers are strictly required to settle all accounts before they leave Kashmir, and are responsible that the debts of their servants are similarly discharged. Should any Officer of Government leave Kashmir without discharging his debts he will not be permitted ever to revisit it.

14. Visitors are prohibited from receiving any presents whatever during their stay from the Kashmir Darbar or officials.

15. Visitors are required to take care that the Customs Regulations of His Highness the Maharaja are in no way violated by themselves or their servants.

16. Officers invited by His Highness the Maharaja to evening entertainments at the palace are required to appear in ordinary evening dress or uniform.

Rules for regulating the use of the Bungalows constructed for European Visitors by His Highness the Maharaja of Kashmir.

1. The charge for the use of the bungalows built by the Maharaja of Jamu and Kashmir for the use of European visitors is for the present one chilki rupee (=10 Company's annas) for each adult for each day or part of a day.

2. For the use of the bungalow for any period exceeding 24 hours, two chilkis will be charged; for any period exceeding 48 hours, three chilkis; and so on.

3. For each room in the travellers' bungalow at Gulmarg the charge will be double the rate above mentioned.

4. No traveller has the right to the use of a room for more than 24 hours, and if a new-comer find all the rooms occupied he has the right of claiming that any room which has been occupied for more than 24 hours shall be vacated for him.

5. This last rule does not apply in the case of bungalows in Srinagar, which can be occupied for a reasonable time provided that no prescriptive right be held to accrue to the occupant, and provided that the rent be regularly paid; but if the rent remains unpaid for more than a week the bungalow will be opened and placed at the disposal of some fresh visitor.

6. The Maharaja reserves the right, in the case of bungalows which will conveniently hold more than one person, or more than one family, to allot portions thereof to new-comers who may be in want of quarters.

7. On arrival each traveller is requested to enter in the bungalow book his name and profession, the number of adults in his party, and the day and hour of his

arrival; and on his departure, the day and hour of departure, the amount paid for the use of the bungalow, and any remarks that he may wish to enter. The book will be submitted at the close of the month to the proper official at Srinagar.

FOREIGN DEPARTMENT.—(POLITICAL.)

The 28th March 1873.

No. 605 P.—By virtue of authority duly acquired in that behalf by agreement with the Maharaja of Kashmir, the Governor-General in Council is pleased, under Sections 4 and 5 of Act XI of 1872 (*The Foreign Jurisdiction and Extradition Act*), to delegate to the British Officer for the time being on duty in Kashmir the powers prescribed in the following Regulations:—

1. The British Officer for the time being on duty at Srinagar shall represent the British Government in Kashmir, and for the maintenance of good order the following powers and duties are respectively conferred and imposed upon him:

- (a.) He may direct any European British subject who is travelling or residing in Kashmir, and who is guilty of any gross misconduct, to leave Kashmir forthwith, and may punish any person knowing of such direction and disobeying the same with rigorous or simple imprisonment for a term which may extend to six months, or with fine which may extend to one thousand rupees, or with both.
- (b.) He shall receive, try, and determine in his Court (which shall be called "The Court of the British Officer in Kashmir") all suits of a civil nature between European British subjects, or between European British subjects and their servants; provided—(1) that the right to sue has arisen, or the defendant at the time of the commencement of the suit dwells or carries on business, or personally works for gain, within Kashmir; (2) that the suit is not of the same nature as those suits of which the cognizance by the ordinary Civil Courts of British India is barred by law.
- (c.) He shall have the powers of a Magistrate of the first class as described in Section 20 of the Code of Criminal Procedure (Act X of 1872) for the trial of offences committed by European British subjects, or by Native British subjects, being servants of European British subjects.

Provided that in the case of any offender being a European British subject, he shall only have power to pass a sentence of imprisonment for a term not exceeding three months, or fine not exceeding one thousand rupees, or both; and when the offence complained of is under the Indian Penal Code punishable with death, or with transportation for life, or when it cannot in the opinion of such officer, be adequately punished by him, he shall (if he thinks that the accused person ought to be committed) commit him to the Chief Court of the Punjab.

II. Fines shall be recovered in manner provided by Section 307 of the Code of Criminal Procedure (Act X of 1872).

III. Sentences of whipping shall be carried into execution in manner provided by Sections 310, 311, 312 and 313 of the same Code.

IV. Persons sentenced to imprisonment shall be transferred to, and confined in, the Sialkot or Rawalpindi Jail.

V. The procedure in all civil suits between European British subjects, or European British subjects and their servants, shall be regulated by the Code of Civil Procedure. The procedure in all criminal prosecutions shall be regulated by the Code of Criminal Procedure.

VI. The said Officer shall make rules to regulate the service and execution of processes issuing from his Court, and shall fix the fees to be charged to suitors for serving such processes.

VII. All questions of law, or fact, or both, arising in cases before the said Officer, shall be dealt with and determined according to the law administered in the Courts of the Punjab.

VIII. The said Officer shall keep such registers, books and accounts, and submit to the Lieutenant-Governor of the Punjab such statements, of the work done in exercise of the aforesaid powers as may, from time to time, be prescribed by the said Lieutenant-Governor. He shall also comply with such requisitions for records as the said Lieutenant-Governor may, from time to time, make upon him.

IX. Duties and fees of the same amount respectively as the Stamp duties and Court fees prescribed by Act XVIII of 1869 and Act VII of 1870, shall be enforced by the said Officer.

X. There shall be no appeal against any order, judgment, or decree passed by the said Officer in a civil suit. But if, in the trial of any such suit, any question of law or as to the construction of a document (which construction may affect the merits of the decision) shall arise, he may draw up a statement of the case, and refer it for the decision of the Chief Court of the Punjab; and he shall, on receipt of a copy of such decision, dispose of the case conformably thereto.

And any person convicted on a trial held by such Officer may appeal to the Commissioner of the Rawalpindi division; and if such person be an European British subject, he may appeal either to the said Commissioner or to the Chief Court of the Punjab.

XI. The appellant shall in every case give notice of the appeal to the said British Officer in Kashmir, who shall, if necessary, instruct the Officer empowered to prosecute the case.

The Mixed Court.

XII. Civil suits between European British subjects or their servants, not being subjects of the Maharaja on the one side, and subjects of His Highness the Maharaja of Kashmir on the other side, shall be decided by a Mixed Court composed of the said British Officer and the Civil Judge of Srinagar, or other officer specially appointed in this behalf by the Maharaja of Kashmir.

XIII. When the said British Officer and the said Civil Judge or other Officer are unable to come to a final decision in any such suit, they shall reduce their difference into writing and refer it to a single arbitrator to be named by them.

XIV. The arbitrator so nominated shall proceed to try the case, and his decision shall be final.

XV. And in every case of a reference under these Rules—

- (a) the arbitrator shall be at liberty to proceed *ex parte* in case either party, after reasonable notice, neglects or refuses, without good and sufficient cause, to attend on the reference;
- (b) the arbitrator shall have power to summon witnesses in cases referred to him;
- (c) and the parties respectively shall produce before the arbitrator all books and documents within their possession or control, which the arbitrator may call for as relating to the matters referred;
- (d) and the parties and their representatives in interest shall abide by and perform the award.

FINANCIAL DEPARTMENT.

The 7th April 1874.

No. 502.—In accordance with the resolution of the Government of India, in the Financial Department, No. 1090, dated 16th February 1874, regarding the sale of court fees' stamps, the Hon'ble the Lieutenant-Governor is pleased to prescribe the following Rules under Section 27, clauses (a) and (d) of the Court Fees' Act (VII, of 1870), regarding the supply and account of court fees' stamps. Panjab Government Notification No. 237, dated 6th March 1872, is hereby cancelled.

In the following Rules the term "court fees' stamps" includes "court fees' labels," but not "process fees' stamps."

I.—All Government treasurers and their agents and subordinates entrusted with the custody and sale of stamps on behalf of Government in all sadr and tahsil treasuries are hereby appointed *ex-officio* vendors. They shall be supplied from time to time with court fees' stamps and process fees' stamps from the district treasury. The Financial Commissioner may appoint other persons, besides the above, *ex-officio* vendors of court fees' stamps and process fees' stamps.

II.—*Ex-officio* vendors shall sell to licensed vendors and to the public, on application, all kinds of stamps (including process fees' stamps) prescribed by the Act.

III.—No discount shall be allowed on the sale of process fees' stamps.

IV.—Licensed vendors may sell any kind or value of stamp, except process fees' stamps, prescribed by the Act. The form of licence is herewith appended.

V.—The rates of discount to which licensed vendors purchasing court fees' stamps from *ex-officio* vendors are entitled are as follows:—

Value of each Stamp.	Minimum Quantity entitling to Discount.	Rate of Discount.
Not exceeding Rs. 5 each.	Twenty rupees' worth.	9 1—per cent, 3 pies in the rupee. 16
Exceeding Rs. 5 each and not exceeding Rs. 50.	Fifty rupees' worth	Ditto.

VI.—On stamps exceeding Rs. 50 in value no discount is allowed.

VII.—No discount is allowed on the sale of court fees' stamps to persons other than licensed vendors.

VIII.—Except as hereinbefore provided, no discount shall be allowed on the sale of court fees' stamps.

IX.—No licensed vendor shall be supplied with stamps on credit without the special sanction of the Financial Commissioner.

X.—*Ex-officio* vendors shall keep such registers and accounts as may be prescribed from time to time by the Financial Commissioner.

XI.—No special form of account is prescribed for licensed vendors who take stamps for cash.

- XII.—Licensed vendors shall be appointed by the Deputy Commissioner. Treasurers or their agents at the sadr or tahsil treasuries may be appointed licensed vendors, but no officer charged with the duty of affixing or punching court fees' stamps shall be appointed a licensed vendor.
- XIII.—Every licence shall be revocable at any time by the Local Government or by the authority who granted it.
- XIV.—Every licensed vendor shall at all times have stuck up in a conspicuous station outside the place of vend a signboard bearing the name of the vendor with the words "Licensed Vendor of Court Fees' Stamps" in English and in the vernacular language of the district. He shall also have in the place of vend the Acts of the Legislature and their schedules referring to the stamps sold by him, together with these rules, in English and the said vernacular, placed so that they can be readily seen and read by purchasers.
- XV.—Every licensed vendor shall without delay deliver any stamp which he has in his possession for sale on demand by any person tendering the value in any currency which would be accepted on behalf of Government by the Collector of the district.
- XVI.—No vendor shall sell any stamps the use of which has been ordered by competent authority to be discontinued.
- XVII.—Every licensed vendor shall at any time, on the demand of the Collector or other officer duly authorized by the Local Government, deliver up all stamps of any kind remaining in his possession, and, if such stamps have been paid for, shall receive back the value thereof, less any discount which may be allowed.
- XVIII.—Court fees' stamps may be passed freely from hand to hand, like postage stamps.

Form of Licence for Vendors of Court Fees' Stamps.

LICENCE is hereby granted to (name) of (place) in (district) to sell at (place), court fees' stamps (not including process fees' stamps) of all kinds prescribed in the Court Fees' Act, subject to the rules for sale of such stamps issued by the Government of India and the Local Government, the infringement of any of which will render the licence-holder liable to the penalty prescribed in Section 48 of the General Stamp Act, as amended by Section 34 of the Court Fees' Act,—namely, simple imprisonment for a term which may extend to six months, or fine not exceeding Rs. 500, or both.

Dated

(Sd.) Deputy Commissioner.

Circular No. 25—532 dated 13th April 1874.

From Secretary to Government, Panjab and its Dependencies, to all Heads of Departments, Commissioners, and Deputy Commissioners in the Panjab.

Calls attention to this Office Circular No. 18—217, dated 2nd March 1872, and requests that in submitting any propositions for alteration of establishments the form therein prescribed be invariably submitted.

The 20th April 1874.

No. 585.—Under Section 46, Clause 2 of the Excise Act (X of 1871), the Hon'ble the Lieutenant-Governor is pleased to confer upon all Police Officers above the rank of Sergeant the same powers with respect to the seizure of, and search for, spirituous and fermented liquors and intoxicating drugs of every description, and the arrest of persons found in possession thereof, as are conferred upon them by Clause 1 of the same Section with regard to opium.

The 21st April 1874.

714.—The Hon'ble the Lieutenant-Governor is pleased to notify that on and after the 1st of May 1874 the Mianwali sub-division of the Indus Customs Line shall be attached to the Multan Division of Customs, and the following duties shall be levied, under Act XVII of 1861, on all sugar or other saccharine produce exported across that portion of the line, viz —

Clayed and refined sugar, one rupee per maund.

Unclayed and unrefined saccharine produce, six annas per maund.

In addition to the posts mentioned in Panjab Government Notification No. 1497, dated 11th October 1873, sugar and saccharine produce duly covered by current Customs rawannas, certifying to the payment of the said duties, will be permitted to be exported across the line at the posts of Mianwali, Karor and Daria Khan.

Along the Customs line from Kinjar to the upper or northern end of the Mianwali sub-division, Customs jurisdiction shall extend from half a mile below the inner or eastern face of the Customs line on the side to the right bank of the Indus on the other; and all sugar and saccharine produce, other than the produce of the country Trans-Indus, coming within this tract, shall be held to be exported within the meaning of Act XVI of 1843.

Circular No. 27—1809 dated 4th May 1874.

From Secretary to Government, Panjab and its Dependencies, to all Heads of Departments, Commissioners and Deputy Commissioners in the Panjab.

I am desired by the Hon'ble the Lieutenant-Governor to inform you that orders announcing the postings of officers to appointments are not published in the *Panjab Gazette*, until a report has been received of the arrival of the officer concerned at his post.

2. In like manner, orders transferring officers from one station or appointment to another are not published in the *Gazette* until a report has been received of the officer concerned having relinquished charge of his old appointment or departed from his old station to proceed to his new one.

And similarly the grant of leave of absence in India is not published until a report has been received of the officer concerned having availed himself thereof.

3. In each case the date of the occurrence is notified in the *Gazette*.

4. Officers will be duly apprized, by official docket, at the time of the issue of the order, of all postings, transfers and grant of leave of absence, which concern them; and they are hereby enjoined to report without delay, as prescribed in Panjab Government Circular No. 39 dated 30th May 1872, the date of their arrival or departure, as the case may be, in view to the publication of the necessary order in the *Gazette*.

Circular No. 28—689 dated 13th May 1874.

From Secretary to Government, Panjab and its Dependencies, to all Commissioners, Deputy Commissioners, Civil Surgeons and Deputy Surgeons-General.

In partial supersession of Panjab Government Circular, No. LXXXVIII., dated 18th March 1867, the Hon'ble the Lieutenant-Governor is pleased to direct that, in future, applications for leave of absence from Civil Surgeons shall, after countersignature by the Deputy Commissioner, be forwarded to the Deputy Surgeon-General of the Circle who, after recording thereon such recommendation as he may think fit, shall forward it to this office through the Accountant-General to enable the latter officer to report whether the leave applied for can be granted under rule.

2. This procedure is, however, not applicable in the case of officers in medical charge of regiments holding the civil surgeoncy of the station as a collateral charge. In such cases the application will be made to, and the leave granted by, the military authorities in conformity with the existing practice. But if the leave applied for be *privilege* leave, the medical officer must obtain the consent of the civil local authorities to the arrangements which he proposes to make for carrying on the civil medical duties during his absence.

DEPARTMENT OF REVENUE, AGRICULTURE AND COMMERCE.

The 23rd May 1874.

RES. 865.—Whereas under the provisions of Section 8 of Act IV of 1873 (*the Panjab Municipal Act, 1873*), the Local Government may from time to time make rules—

as to the persons by whom, and the manner in which, any assessment of taxes under this Act shall be confirmed;

and for the collection of such taxes ;
 and for the safety and the due application of them when collected ;
 and for the rendering and publishing of such estimates and accounts relating to the expenditure of the Municipal Funds, in such form as it may think fit:—

The following rules made under the provisions of the said Section 8 of Act IV of 1873 are hereby published for general information in supersession of previous orders.

Confirmation of assessments. 1. All taxes imposed under the Act shall require the confirmation of the Local Government.

2. Taxes may be collected at the discretion of Municipal Committees either by direct agency or through the agency of a farmer :
 Collection of taxes. Provided that if the income of any Municipality derived from taxes shall in any one year exceed the average rate of 8 annas per head of population living within municipal limits, the collection shall, in the year next following and until further orders, be made under the direct control of the Municipal Committee, and not through the agency of a farmer, save under special permission from the Lieutenant-Governor.

3. All sums received by Municipal Committees shall be paid daily into the nearest Government Treasury, and all expenditure, except police expenditure, shall be drawn therefrom by cheques signed by the President or Vice-President of the Committee, subject to such rules as may be prescribed from time to time by the Accountant-General with the approval of Government.

4. Each Municipal Committee shall, not later than the first week in December, submit, in such form as may be from time to time prescribed, a budget estimate of income and expenditure for the succeeding official year for the information of Government. The budget shall be prepared in two parts—
 Due application of taxes, and rendering and publishing of Estimates and accounts. the first part shall contain an estimate of all income and expenditure in detail, excepting that upon public works, which shall be entered in a lump sum : and the second part shall contain a detail of all expenditure on public works, with an entry showing the total amount proposed to be spent on other heads of expenditure. Should any alteration in, or addition to, the budget estimate be made by any Municipal Committee during the year, notice of such addition or alteration shall be sent through the Commissioner for the information of Government.

5. Each Municipal Committee shall keep up, in such form as may be prescribed from time to time by the Accountant-General, a cash-book, in which every item of receipt and charge shall be regularly entered. This cash-book shall be balanced monthly. A ledger shall be opened, in which the receipts and charges of the Municipal Committee shall be regularly posted, and a monthly abstract shall be prepared therefrom and sent to the Accountant-General for verification. In the case of the Municipal Committees named in the margin, the said monthly abstract shall, after verification be published by the Committee in one English and one Vernacular Newspaper. In the case of the Municipal Committees of Simla, Dalhousie and Murree, they shall be published in an English Newspaper.

6. All expenditure, with the exception of public works expenditure, shall be audited monthly by the Accountant-General. Public works expenditure shall be audited monthly by the Controller of Public Works Accounts, who will notify to the Accountant-General the amounts passed by him, for inclusion in the accounts of the Accountant-General.

7. For the purposes of audit, bills shall be forwarded monthly in such form as the auditing officers may from time to time prescribe. The said bills shall be for-

warded by the President of the Committee to the Commissioner of the Division, who will cause the items to be duly examined and will be responsible for seeing—

- (1.) That the expenditure is incurred on objects authorized by the Act;
- (2.) That it is not in excess of the power of the Committee, when such power has been limited under the provisions of Section 17 of the Act.

The bills having been examined as aforesaid and found to be correct, will be countersigned by the Commissioner and forwarded for final audit to the Accountant-General or Controller of Public Works Accounts as the case may be; and no bills shall be passed by the auditing officers unless countersigned by the Commissioner, and unless supported by budget provision.

8. At the close of the financial year each Municipal Committee shall prepare a statement showing the income of the year (including balance from the preceding year), expenditure during the year, balance in hand at close of the year, and liabilities, in such form as the Accountant-General shall prescribe, and shall submit the same in the first instance to the Accountant-General who, after satisfying himself that the statements of income and expenditure for the year agree with the treasury accounts, will forward it to the Commissioner for transmission to the Government.

9. After receipt of the above statements, an abstract statement showing the income and expenditure and balance in hand of each Municipal Committee in the Province for the past financial year will be published in the *Panjab Government Gazette* for general information in such form as may be from time to time prescribed.

RULES UNDER SECTION 8 OF THE PANJAB MUNICIPAL ACT.

No. 31—864, dated 23rd May 1874.

From Secretary to Government, Panjab, to all Commissioners and Superintendents of Divisions in the Panjab.

I have the honour, by direction of the Lieutenant-Governor, to call your attention to the Notification in the *Panjab Government Gazette* dated 28th May 1874, promulgating rules made under the provisions of Section 8 of Act IV of 1873 (*the Panjab Municipal Act, 1873*), and to issue the following instructions in reference to the provisions of the said Act and Rules, in supersession of this Office Circular No. 34, dated 3rd May 1872, and previous orders.

2. *Section 6. Appointment of Committees.*—All applications for the extension of Act IV of 1873, or any of its provisions, to any town within the limits of your division, should contain the following particulars:—

- (1).—Name of town;
- (2).—Proposed limits;
- (3).—Population;
- (4).—Principal classes of inhabitants;
- (5).—Proposed number and mode of appointment of members, and, in the event of the proposed mode of appointment of members other than *ex-officio* members being by nomination, the name and description of those recommended for appointment.

3. *Ex-officio members.*—As a guide to yourself and District Officers, in submitting proposals for constituting Municipal Committees, I am to intimate that His Honor the Lieutenant-Governor has heretofore appointed the following officers *ex-officio* members of Municipal Committees of towns at the head-quarters of districts:—

The Deputy Commissioner,
 „ Civil Surgeon,
 „ Senior Assistant Commissioner,
 „ Executive Engineer,
 „ District Superintendent of Police,
 „ Senior resident representative of the Educational Department.

The following officers have ordinarily been appointed *ex-officio* members of Municipal Committees of towns at the head-quarters of sub-divisions :—

The Deputy Commissioner,
 „ Civil Surgeon,
 „ Executive Engineer,
 „ District Superintendent of Police,
 „ Assistant Commissioner or Extra Assistant Commissioner in charge of the sub-division,
 „ Tahsildar.
 „ Sub-Assistant Surgeon in charge of the Dispensary (if any).

In the case of towns not at the head-quarters of districts or sub-divisions, the *ex-officio* members are ordinarily—

The Deputy Commissioner,
 „ Assistant Commissioner in charge of the tahsil,
 „ Tahsildar.

His Honor will ordinarily follow the same practice in the case of any new Municipal Committees which may be appointed.

4. *Non-official members.* (a) *Number.*—With regard to the non-official members, their number must amount to at least two-fifths of the whole Committee, but subject to this condition, it should be fixed chiefly with reference to the extent of the town, and the number of interests requiring representation, and where the town is large, it will be desirable to sub-divide it, for the purpose of municipal representation, into *mohallas* or other suitable local divisions, for each of which one or more members should be appointed, in order that the interests of persons residing in all parts of the town may be fairly represented.

5. (b) *Mode of appointment.*—With regard to the mode of appointment of non-official members, it is believed that in the majority of cases the system now generally in force, whereby non-official members are appointed by the Lieutenant-Governor on the joint recommendation of the District Officer and Commissioner, the nominees being selected from among the leading citizens of towns, or the recognized representatives of class-interests therein, will be found better suited to the circumstances of the towns of the Panjab, and more in accordance with the feelings and habits of the people than a system of appointment by popular election. But though the system of appointment by nomination will probably be found generally to be preferable, His Honor is quite prepared to sanction a system of election of all or a portion of the non-official members wherever there is a *bona fide* desire on the part of the people of a town to introduce that system, and where there is a reasonable prospect of the privilege of voting being intelligently and honestly exercised.

6. In the event of the introduction of the election system being proposed, draft rules defining the time and manner of the election, and the persons who shall elect, should be submitted. In framing such rules the annexed statement* of the voting qualification and rules in force in the towns of Simla, Lahore, Amritsar, Nynce Tal, Allahabad, Lucknow and Serampur, will probably be found to be of use.

*Appendix A.

7. *Period of appointment of non-official members.*—Non-official members, whether appointed by election or nomination, will be ordinarily appointed for two years only, but will be eligible for re-appointment.

8. *Removal of non-official members.*—The Government will ordinarily remove a non-official member for continued absence from the meetings of the Committee; accordingly the name of any such member who absents himself for four successive meetings should be reported to Government by the Commissioner unless he satisfies the Commissioner that his absence has been for good and sufficient cause.

9. *The President and Vice-President.*—The Deputy Commissioner is appointed President of all Municipal Committees in his district. In the case of towns which are the head-quarters of sub-divisions, the Assistant Commissioner or Extra Assistant Commissioner in charge is the Vice-President. In all other cases the Vice-President is nominated by the Deputy Commissioner.

10. *Section 17—Limits placed on the powers of Committees.*—With reference to Section 17 of the Act, in which power is conferred upon the Local Government to limit, by order, all or any of the powers of any Municipal Committee, His Honor has been pleased to limit the power of existing Municipal Committees as follows:—

Municipal Committees of the 1st class.—In the case of the Municipal Committees of Dehli, Amritsar, Lahore, Multán, Simla, Dharmasala, Dalhousie and Marree, the order of limitation directs that, in addition to the limitations on the power of the Committees contained in the provisions of the Act and the rules made under Section 8 of the Act—

- (1.) No original engineering works involving an expenditure of Rs. 2,000 or upwards shall be undertaken until the plans and estimates shall have received the approval of the Superintending or Executive Engineer.
- (2.) No proceedings of any Committee shall be valid unless at least three members be present, of whom one at least shall be an *ex-officio* member.

The Municipal Committees to whom this order of limitation is now or may be hereafter issued, may be designated, for convenience of reference, Municipal Committees of the 1st class.

Municipal Committees of the 2nd class.—In the case of most Municipal Committees at the head-quarters of districts, but not included amongst the Municipal Committees of the 1st class, the order of limitation requires that—

- (1.) No expenditure shall be incurred on any work involving an outlay of more than Rs. 2,000, or upon establishments required for a period of more than six months, save with the previous sanction of the Commissioner of the division.
- (2.) No original engineering works involving an expenditure of Rs. 1,200 or upwards shall be undertaken until the plans and estimates shall have received the approval of the Superintending Engineer or Executive Engineer.
- (3.) No proceedings shall be valid unless at least three members be present, of whom one at least shall be an *ex-officio* member.

Municipal Committees to whom this order of limitation is addressed may be designated, for convenience of reference, Municipal Committees of the 2nd class.

Municipal Committees of the 3rd class.—In the case of all other Municipal Committees, the order of limitation is to the following effect:—

- (1.) That all orders and proceedings of the Municipal Committee shall be subject to the confirmation of the Deputy Commissioner.

- (2).—That no expenditure shall be incurred on any work involving an outlay of Rs. 2,000 or upwards upon any one work, or upon establishments for a period of, upwards of six months, without the previous sanction of the Commissioner of the division.
- (3).—That no original engineering work involving an expenditure of Rs. 1,200 or upwards shall be undertaken until the plans and estimates shall have received the approval of the Superintending Engineer or Executive Engineer.
- (4).—That no proceedings shall be valid unless at least three members be present, of whom one at least shall be an *ex-officio* member.

Those Municipal Committees to whom this order of limitation is addressed may be designated, for convenience of reference, Municipal Committees of the 3rd class.

11. *Sections 11-12—Duties of Committees. Police.*—It will be perceived from Sections 11 and 12 of the Act that two of the duties imposed upon the Committees are *obligatory*. The first obligatory charge on a Municipal Committee is for town police. Under Section 12 of the Act every Committee is required to set apart out of the Municipal Fund such sum as the Local Government from time to time considers necessary for the maintenance of police establishment in the town for which the Committee is appointed.

But although it thus rests with the Government to determine the amount required for town police, Municipal Committees will be freely consulted in the matter, and their representations and suggestions carefully considered. If it appear to the Inspector-General of Police that the police force of any town is insufficient or in excess of its requirements, or that any material change in its constitution or pay should be effected, he will communicate with the Commissioner, who will ascertain the views of the Committee, which he will forward to the Inspector-General of Police with his own opinion, and no change, as above noted, shall be made without the sanction of the Local Government.

The amount contributed for police purposes will be no more than is actually spent on municipal police.

All deductions and savings of any kind whatever shall be credited to the Municipal Fund.

12. *Conservancy, &c.*—The second obligatory charge against municipal income is the cost of keeping the public streets, roads, drains, tanks and water-courses of the town for which they are appointed, clean and repaired.

13. In addition to the above, in Section 11 of the Act, discretionary power is given to Municipal Committees to expend the funds at their disposal upon local public works of general utility, upon education, and in the promotion of the public health, safety, comfort and convenience. But though the powers of the Committees are thus sufficiently wide, and the objects on which the funds may be spent are numerous, care should be taken that their income is not improvidently wasted upon objects of minor importance, but assigned more or less according to a systematic plan. With this view, the Lieutenant-Governor deems it desirable that each 1st and 2nd class Municipal Committee should, in communication with the Sanitary Commissioner and Executive Engineer, draw up a comprehensive scheme of general sanitary improvement, to be carried into effect as funds permit, and not to be departed from when once fixed, except for very valid reason. Until such scheme is completed, no expenditure should be incurred on costly works of secondary utility. It will be the duty of Commissioners and Deputy Commissioners to bring to the notice of Government cases in which the above principle is departed from, or in which large expenditure is being unnecessarily incurred, in order that, if desirable, the powers conferred

upon the Lieutenant-Governor in Section 17 of vetoing such expenditure may be exercised.

14. *Section 14.—Bye-laws.*—With regard to bye-laws, a draft of rules framed under Section 14 of Act IV of 1873, and based on those in force in the Lahore and Amritsar Municipalities, is under preparation, and will be shortly circulated, with a recommendation for their general adoption, more particularly in the large towns and stations, in order that their bye-laws may be, as far as possible, uniform, precise and legal,—any special rules required to meet the peculiar circumstances of different Municipalities being added as a supplement.

15. *Section 7.—Taxes.*—Under Section 7 of the Act, Municipal Committees are empowered, under certain conditions and with the sanction of the Local Government, to define the persons or property to be taxed for the purposes of the Act, and the amount or rate of the taxes to be imposed. Your attention and that of all Municipal Committees in your division is specially called to the preliminary procedure required to be observed in the matter of giving public notice of intention to impose taxes, and of receiving and disposing of objections thereto, and I am to state that no proposal to impose new taxes will be hereafter considered by His Honor until it has been certified that the procedure has been strictly followed.

16. The powers of the Committees and the Government as to the amount and form of taxation are, it will be perceived, extremely wide; but, though these have been conceded by the Legislature, in view, doubtless, of the varying circumstances of the Municipalities in the Panjab, it is not the less incumbent on the Committees and on the Government rigidly to limit taxation in towns to such amount as can be borne by the inhabitants without hardship, and to avoid forms of taxation which although accepted by the townspeople, may be or become open to objection as injurious to general trade.

17. *Octroi.*—In most Municipalities town or octroi duties are levied. As regards these, the following rules have been authoritatively laid down by the Government of India:—

I.—Subject to the limitation contained in Rule II., no town duty or cess under any name shall be levied by any municipal body on any commodity not included in the following list, namely:—

- (1).—Articles of food or drink for men or animals.
- (2).—Animals for slaughter.
- (3).—Articles used for fuel, lighting, and for washing.
- (4).—Articles used in the construction of buildings.
- (5).—Drugs, gums, spices and perfumes.
- (6).—Tobacco.
- (7).—Piece-goods and other textile fabrics, and manufactured articles of clothing and dress.
- (8).—Metals and articles of metal.

Provided that no duty shall be levied on any article falling within classes 7 and 8 at a rate exceeding one and a half per cent. *ad valorem*.

Provided also that no duty shall be levied on articles of *through trade*, unless it has been certified to the satisfaction of the Local Government that adequate arrangements have been made by means of bonded warehouses, drawbacks, or otherwise (as provided in Rule IV.) for exempting from duty articles declared to be in transit through a town, or which the owners have no immediate intention of selling for local consumption.

II.—No such duty shall be levied on any of the following articles, namely:—

- (1).—Articles liable to customs duty and imported into India by sea, other than articles included in classes 7 and 8, Rule I.

(2).—Salt.

(3).—Opium.

(4).—Fermented or spirituous liquors manufactured in India, and drugs liable to excise or *abkari* duty.

III.—Subject to the exception noted in Rule V., no such duty shall be levied except on things brought into a town for actual use or consumption therein. No such duty shall be levied on goods which, being brought into a town, shall be again exported, even though such goods shall have changed owners in the town. On the exportation of dutiable goods, the exporter shall be entitled to a refund of the amount of duty proved to have been paid on the import of those goods.

Provided that no refund shall be so claimable which amounts to less than one rupee.

IV.—Subject to the exception referred to in Rule V., every Municipality by which such duties are levied shall provide, in such manner as the Local Government may think fit, proper accommodation for the storing in warehouses or otherwise of articles in transit liable to duty, but not intended for use or consumption within the limits of the Municipality. Reasonable fees may be charged on articles stored in places provided under this rule for the accommodation of traders.

V.—Whereas the system of bonded warehouses and refunds as described in Rules III and IV has been found to be open to objection, it shall be lawful for Municipal Committees, with the special sanction of the Local Government, to adopt in lieu of such system the following :—

To make an estimate of the amount of dutiable goods consumed annually in the town, and the annual amount of duty realizable therefrom at fair and reasonable rates.

To impose on each dutiable article imported, and whether consumed in the town or not, a rate of duty sufficient to yield in the aggregate an amount equal to the duty estimated to be fairly realizable on articles actually consumed.

VI.—No duties shall be levied on sales or other trade transactions of the kind known under the name of *Chungi*, &c., nor any imposts on trade other than duties authorized under the rules.

VII.—No toll shall be levied by any Municipality on any person, animal or thing on entering the municipal limits or passing along any road, canal or river within those limits.

Provided that this rule shall not prevent the levy of special payments, under lawful authority, for the use of any bridge, quay, wharf, lock or other work constructed and maintained at the cost of the Municipality.

VIII.—No town duty or toll shall be levied on goods, vehicles, &c., *bona fide* the property of the Government brought within the municipal limits for the exclusive and direct use of Government. When the Government take delivery of goods from a dealer or contractor within municipal limits, the above exemption shall not apply.

18. In the application of the foregoing rules, care must be taken that the necessities of life are not unduly taxed. Luxuries, such as tobacco, assafoetida, &c., may be more heavily taxed in proportion.

Rates should be fixed, as far as possible, at so much per *load*, *bale*, or *packet*, so as to obviate the necessity for weighment. Where *ad valorem* rates are found necessary, an average value of the article so taxed should be fixed from time to time for the purposes of the octroi duty, and a table showing the tariff values of articles taxed at *ad valorem* rates should accompany all proposals for the levy of octroi. The tariff values of articles taxed *ad valorem* should not be revised or altered more fre-

quently than once in six months, and a month's clear notice should be given of any change therein. Any increase in the tariff valuation of any article shall require the sanction of the Commissioner of the division.

Goods should not be too rigidly examined, unless there is reason to suspect fraud, and the opening of bales of merchandize should be avoided as far as possible. A table of the rates of octroi leviable and the tariff values of articles subject to duty, should be posted conspicuously in the immediate vicinity of any place where octroi dues are levied.

The octroi tariffs and tariff valuations of 3rd class Municipalities within the same division shall be uniform as far as possible.

19. Other forms of taxation which have been suggested by the Government of India as unobjectionable, and which may be resorted to where circumstances permit, are—

- (1).—A rate upon the annual value of houses, buildings and land situated within the limits of the Municipality.
- (2).—A license tax upon trades and professions, provided it is moderate, and is carefully adjusted to the local circumstances of each place. Taxes of this kind have long been known in the Panjab under the designation of *mota-harafa* or *atraf*.
- (3).—A tax upon horses and carriages. This is suitable to large towns where a great number of conveyances are kept for hire; but it is not applicable to small places.

20. *Employment of the Public Works Department by Municipal Committees*—When Municipal Committees require the Public Works Department to execute work for them, they should beforehand pay the amount of the proposed expenditure into the treasury, to the credit of the Public Works Department.

Such payments should be accompanied by a letter of advice (*chalán*) showing full particulars of the work for which the payments are made, and indicating the name of the division by which the work is to be executed. The *chaláns* should support the credits to the Public Works Department in the treasury cash account. The treasury officer should at once report such payments, with full particulars, to the Controller of Public Works Accounts. The contribution should always be in advance of one month's expenditure at least. In case where the expenditure incurred on any municipal work is less than the amount received on account of it, the difference will be refunded to the Municipal Committee. If, on the other hand, there is any excess expenditure, the Municipal Committee must make good the amount. The accounts of all such works should be open to the inspection of the Municipal Committee, to whom a full abstract of the expenditure should be furnished.

21. As regards charges for Public Works establishments debitable to Municipal Funds, the same course will be followed as is laid down for expenditure on works and repairs; the anticipated charges should be paid by the Municipal Committee beforehand, month by month, or at other intervals as may be considered expedient.

22. *Duties of the Commissioner*.—The Commissioner is responsible for seeing that the above instructions are duly carried out; he will further be the channel of communication between all Committees and the several departments of Government, that is to say—

In matters relating to—

- (1).—Taxation, the constitution of Committees, the appointment of members, and all general municipal arrangements, the Secretary to Government, Civil Department.

- (2).—Police, the Inspector-General of Police.
- (3).—Education, the Director of Public Instruction.
- (4).—Dispensaries, the Inspector-General of Dispensaries.
- (5).—Public Works, the Secretary to Government, Public Works Department.

The Commissioner will further, when submitting the annual accounts prescribed in Rule 8 of the rules under Section 8 of the Act published in the *Panjab Government Gazette* of the 28th May 1874, furnish a concise report of the proceedings of all Municipal Committees in his division, together with any remarks he may consider called for.

23. The final reference in all departments will be to the Secretary to Government, Civil Department.

APPENDIX A.

MANNER OF APPOINTMENT OF NON-OFFICIAL MEMBERS OF CERTAIN MUNICIPAL COMMITTEES.

SIMLA.

There are from 17 to 20 members, of whom 7 are official.

The non-official members comprise not more than 10 or less than 7 house-proprietors of Simla, 3 of whom are native residents of Simla. Three members further are appointed, who may be either official or non-official, representing the visitors to the sanatorium.

The representatives of the visitors are selected for appointment by Government; the representatives of house-proprietors are appointed by popular election.

The Deputy Commissioner submits every May the names of, if possible, 6 persons willing and able to represent the visitors, through the usual channel, to the Local Government, with the view to the approval and appointment of 3 as members of the Municipal Committee.

The elections, of which due notice is given by notice fixed outside the Municipality Office, by advertisement in the *Panjab Government Gazette*, and in one or more of the public papers, are held every second year in the month of May.

No person is entitled to vote at the election unless he possesses house property in Simla, duly registered in the Deputy Commissioner's Office, of an estimated yearly rental of Rs. 300 or upwards, and has paid up all assessments thereon.

Every house proprietor qualified as above, whether European or Native, is entitled to a vote or votes according to the following scale:—

The proprietor of a house or houses of the estimated yearly rental of Rs. 300 or upwards, but less than	Rs. 2,000 ...1 vote.
Ditto Rs. 2,000 or upwards, but less than	„ 5,000 ...2 votes.
Ditto „ 5,000 ditto	„ 10,000 ...4 votes.
Ditto „ 10,000 and upwards.	„ 5 votes.

Votes may be given by proxy, special or general, through a qualified ratepayer, provided that no person be allowed to hold more than three general proxies.

Votes are given at a meeting of the Municipal Commissioners on the date and hour appointed for the election.

The names of those proprietors so elected are submitted by the Deputy Commissioner, through the usual channel, to the Local Government, with a view to their approval and appointment as Municipal Commissioners.

Vacancies caused by elected members whose term of office has not expired are filled up by the votes of the Committee, subject to the approval of Government. Absence of a member from two consecutive meetings of the Committee without satisfactory explanation causes a vacancy.

No official, Native or European, connected with the District Office is eligible for election.

LAHORE.

THERE are 6 official and 19 non-official members. viz:—

- 7 Honorary Magistrates;
- 8 Members, one for each of the city wards;
- 2 Members for the extra-mural bazars known as the Sadr and Lunda Bazars;
- 2 Non-official Europeans to represent the interests of the European community.

The 7 Honorary Magistrates are appointed *ex officio*. The non-official European members are appointed by nomination. The members for the city wards and extra-mural bazars are appointed by election, the electors being—

- 1.—All persons exercising any learned profession;

- II.—All persons carrying on any trade or business on their own account, or as agents for others at certain fixed premises, the rental value of which is not less than Rs. 24 per annum;
- III.—All persons in the service of Government, or in the receipt of salaries or pensions of more than Rs. 7 per mensem from Government;
- IV.—All persons owning land paying revenue to Government, or specially exempted from payment of revenue, residing within the city;
- V.—All persons in fixed occupation of premises rented at Rs. 24 per annum or more.
- The candidates must have the same qualifications as the electors, and must reside or own property, either in land or houses, within the wards they represent.

AMRITSAR.

THERE are 27 members, of whom 6 are official and 21 non-official; of the non-official members 5 are appointed by Government on the nomination of the Deputy Commissioner and Commissioner; of these 1 is a European and 4 are Natives. The remaining 16 members are elected by the votes of the payers of house tax.

NYNEE TAL.

THE Committee consists of 9 members, 2 of whom are official.

Four members are elected by the votes of the registered proprietors of houses outside the native town as hereinafter provided.

Two members are elected by the votes of non-proprietary occupants of houses outside the native town, responsible for a payment on account of rent of a sum not less than Rs. 200 for the season.

One member is elected by the votes of residents in the native town (not otherwise entitled to vote as house-proprietors or non-proprietary residents) owning house or land property of the annual taxable value of Rs. 200, or themselves responsible for a rent of not less than Rs. 50 for the season.

Any qualified elector may be chosen as a member of the Committee.

A general meeting of the registered house proprietors is held on the first Saturday in May in each year, and at such place and hour as the Committee may appoint, of which due notice is given beforehand to proprietors or their resident agents, for the election of representatives to supply the vacancies in the number allotted. The Secretary to the Committee is present at the meeting and records its proceedings.

Any registered house proprietor is entitled to vote at this meeting by proxy, special or general, provided that no person is allowed to hold more than three general proxies.

The proprietor of a registered house assessed as yielding a rent of from Rs. 200 to Rs. 500 per annum has one vote at the meeting; of a house or houses assessed as yielding from Rs. 500 to Rs. 1,000 per annum, two votes; of a house or houses assessed as yielding from Rs. 1,000 to Rs. 3,000, three votes; and of a house or houses assessed as yielding upwards of Rs. 3,000, four votes.

No proprietor is entitled to vote at a meeting unless his property has been duly registered in accordance with Municipal Rules.

No registered house-proprietor is entitled to vote at a meeting unless all arrears of ground rent or assessment that may have been imposed on his property have been paid.

The persons, to the number of the existing vacancies, who receive the largest number of votes at this meeting are reported to Government, and, if the election is confirmed by Government, they are appointed members of the Committee.

A list of the non-proprietary residents qualified to vote at the election of members of the Committee is prepared in each year by the Assistant Commissioner before the 15th May, and exposed to public view at the place where the Committee sit, and at the Magistrate's kutchery.

A general meeting, of qualified non-proprietary residents is held at such place and hour as the Committee may appoint, of which due intimation is given by circulated notice, on the first Tuesday in June in each year, for the election of representatives to fill existing vacancies in the number allotted for this class.

Any qualified non-proprietary resident may vote by special proxy,

No resident who has failed to pay any assessment imposed by the Committee with the sanction of Government is entitled to vote.

No non-proprietary resident has more than one vote.

The persons, to the number of the existing vacancies, who receive the highest number of votes at the meeting are reported to Government, through the Assistant Commissioner, and if their election be confirmed by Government, they are appointed members of the Committee, provided that no election is valid unless the votes of 20 qualified non-proprietary residents have

been recorded, and that should no election take place, 2 members may be nominated to represent the tenant occupiers of houses by the rest of the Committee for approval by Government.

The election of a member to represent the residents in the native town is held on the second Saturday in May in such year as there is a vacancy, at such hour and place as the Committee may appoint, of which due notice is given by proclamation in the native town.

A list of the residents qualified to vote is prepared in each year by the Assistant Commissioner before the 1st May, and is published at the Magistrate's kutchery, the Municipal Committee's rooms, and some conspicuous place in the bazar.

Only qualified residents present at the meeting who have paid up all assessments imposed by the Committee with the sanction of Government, are entitled to vote.

The person who receives the highest number of votes at the meeting is reported to Government by the Assistant Commissioner, and if the election be confirmed by Government, he is appointed a member of the Committee.

ALLAHABAD.

The Committee consists of 25 members.

Eight members are nominated by Government.

Eight are selected for recommendation to Government by the votes of house and site proprietors in the civil station, and of persons who, at the time of election, have occupied houses in the civil station at a rent of Rs. 50 per mensem and upwards for more than twelve months.

Eight are selected similarly from among the resident land and house proprietors of the city and its suburbs, who have been assessed, or are liable to be assessed, under the Income Tax Act for the time being by the votes of such of the native residents in the city and its suburbs as are assessed, or are liable to be assessed, under the said Act.

A meeting of qualified house and site proprietors and occupants of houses in the civil station is held, in order to elect representatives, on the second Tuesday in April, at the place appointed by the Committee. The list of persons recommended by the majority of the meeting is submitted for the sanction of Government.

The native city and suburbs are divided, under the orders of the Committee, into four sections, for each of which two members are appointed.

Meetings of the residents in the native city and suburbs, qualified as described above, are held at the places appointed for the purpose by the Municipal Committee on the first Tuesday or, following days, as may be necessary, in April, for the election of members for the native city and its suburbs. Lists of persons recommended by the majority of the said meetings are submitted for the sanction of Government.

LUCKNOW.

THERE are 19 members; 3 are elected by vote for each of the following divisions in the city, corresponding to the Police Thanah, Chowk, Saadutgunge, Dowlutgunge, Hussengunge, Wazirgunge, and 4 for the Ganeshgunge Division, of whom two are Europeans.

The following classes are entitled to vote—

1. All persons exercising any profession.
2. All persons carrying on any trade or business on their own account, or as agents for others at certain fixed premises.
3. All persons in the service of Government, or in the receipt of pensions from Government, or of the interest from Government and other securities.
4. All persons owning lands paying revenue to Government, or specially exempted from the payment of revenue, residing within the limits of the city, as above defined.

The votes are recorded at the police station of each of the above divisions between the hours of 7 A. M. and 12 noon, under arrangements made by the Deputy Commissioner. The election for the Ganeshgunge division takes place at the City Magistrate's office.

Members must be elected from one or other of the classes mentioned above, and those now serving on the Committee are eligible for re-election.

SERAMPUR,

THERE are 13 Municipal Commissioners for Serampur, of whom 15 are elected by the rate-payers, and 3 are appointed by the Lieutenant-Governor.

Any man of full age who is a resident within municipal limits, or within three miles thereof, who is himself a rate-payer, who can read and write, and who has never been convicted of a non-bailable offence, may be proposed for election.

The municipal jurisdiction of Serampur is divided into three quarters or wards, which return members as follows :—

In Serampur, with Chattra and Bullubpur	... 9
„ Konnagar	... 3
„ Risherah and Mohesh	... 3
Total	... 15

Any two rate-payers may nominate a candidate and may inform the sub-divisional officer of his candidature on any date not later than the 31st November. The sub-divisional officer ascertains if the candidate accepts the nomination and is qualified under the rules; and if so, he notifies such candidature at the sub-divisional kutchery, and at one or more police stations and school-houses in the town, as he may see fit. Such notification states the name, residence, and qualification of the candidate.

If any rate-payer object to the eligibility of any candidate, he may, on some date not later than the 6th December, notify such objection in writing to the sub-divisional officer, who hears and finally decides any question of eligibility. On the 10th December the final list of candidates is notified at the sub-divisional kutchery, and in at least one conspicuous place in each quarter.

The sub-divisional officer prepares a list of all the persons who paid any rate on houses or lands in each ward during the year ending on the 30th September next preceding. A copy of the list is exposed to view at the sub-divisional and at the municipal office, and a copy of so much of the list as relates to each quarter in some police station, school-house, or other accessible public place in each quarter of the town. All persons mentioned in the list are entitled to a vote in the election of municipal commissioners for the ward.

No rate-payer has a vote for more than one person or in more than one ward.

Votes are recorded by such polling clerks as may be appointed by the Chairman of the Commissioners. There is at least one polling clerk for each polling place, who stays at the polling place for such hours as the sub-divisional officer may fix on the day of the poll. Each rate-payer who desires to record his vote attends at the polling place, and states his name and residence. The polling clerk verifies from the list of voters of the quarter whether the intending voter is entitled to a vote for that quarter; and if he is so entitled he records his vote against the rate-payer's name in the list of electors for the ward.

At sunset on the day of the poll, the poll is closed, and the registers of the polling clerks are scrutinized by the sub-divisional officer and the election sub-committee whose decision upon any doubtful point is final. The candidate who may stand highest on the poll of their quarter are declared to be duly elected.



Circular No. 34—2108, dated 1st June 1874.

COPIES of the following forwarded to all Commissioners and Deputy Commissioners and Inspector-General of Police, Punjab, for information and guidance.

No. 1470, dated 11th May 1874, from Commissioner and Superintendent, Rawalpindi Division, to the Secretary to Government Panjab.

In your circular No. 39-1664, dated 16th November 1867, orders were issued for the grant of licenses for the manufacture of fireworks to persons not holding licenses for the manufacture of gunpowder.

2. Many licenses for the manufacture of fireworks are taken out in some of the districts, but the licenses are granted in the districts of Rawalpindi, Shelum, and Shahpur on stamp paper of 10 Rs. value, while in Gujrat they are granted on plain paper. In Gujrat there are 18 licenses in force.

3. No orders have been issued as to the value of stamp paper to be used for such licenses, and I have accordingly to solicit the orders of Government on the subject.

No. 2107, dated 1st June 1874, from Offg. Secretary to Government, Panjab, to the Commissioner and Superintendent, Rawalpindi Division.

In reply to your letter No. 1470, enquiring on what stamp licenses for the manufacture of fireworks should be taken out, I am desired by the Hon'ble the Lieutenant Governor to state that neither under the Arms Act (XXXI of 1860) nor under any law does there appear to be any necessity for manufacturers of fireworks to take out a license at all.

9. The circular of the Judicial Commissioner, No. 42, dated 9th June 1858, directed that "no person should be allowed to make fireworks except those who had received a license to make gunpowder;" but this restriction was removed by this Office Circular No. 29, dated 16th November 1867; and neither of these circulars contemplated the issue of separate licenses for the manufacture of fireworks. Should, however, the maker or seller of fireworks combine with his trade the manufacture or sale of gunpowder, or any of the articles enumerated in Section 5 of the Arms Act, he must be duly licensed in accordance with the provisions of that Act.

CIRCULAR No. 33—815.

Dated Lahore, 29th May 1874.

In continuation of this Office Circular No. 1—8, dated 2nd January 1874, regarding the inspection of revenue treasuries by Commissioners, forwards copy of a circular addressed by the Controller-General to all Accountants-General on the subject, No. 172, dated 16th April last, together with copies of questions prepared by the Accountant-General, Panjab, with the view of facilitating the inspection of treasuries, and requests that Commissioners will forward one copy of the same duly filled up to the Accountant-General, Panjab, on the occasion of each inspection of a treasury.

No. 8294, dated 15th May 1874, from Accountant-General, Panjab, to the Secretary to Government, Panjab.

With reference to your endorsement No. 130, dated the 26th of January last, and to the Comptroller-General's Circular No. 172, dated the 16th ultimo, a copy of which has been forwarded to you, I have the honor to transmit herewith 130 copies of a series of questions which have been prepared to facilitate the inspection of treasuries by Commissioners, and to request that with His Honor the Lieutenant-Governor's permission these may be forwarded to Commissioners with instructions to forward one copy to this office on the occasion of each inspection of a treasury.

Circular No. 172, dated 16th April 1874, from Comptroller-General, to all Accountants-General.

By Financial Resolution No. 3461, dated 5th December 1873 (published on page 999 of the *Gazette of India*), the Government of India relieved the account department of the duty of ordinary treasury inspection, instructing the local Governments to impose it on their superintending officers, and directing that the observations of these officers "on all matters connected with the accounts and treasury branches of revenue treasuries shall be communicated to the Accountant-General of the province, together with any orders which on the occasion of such inspections they may give to the officers in charge of the treasuries;" and Accountants-General are to forward these reports with their remarks to the Comptroller-General.

2. Paragraph 3 of the Government Resolution above quoted lays down that the responsibility for every branch of treasury management rests primarily with these officers, and, as their inspection must be correspondingly wide and thorough, it is thought that they would be greatly aided by receiving in the shape of a table of questions hints as to the chief points they should notice. Accordingly, such a table has been prepared, and is circulated herewith, but only as a pattern; in every province some further questions will no doubt be added, while others will be struck out as unsuitable.

3. The questions should, as a rule, be so framed that they can be answered by 'yes' or 'no,' and they should not touch on points concerning which the Accountant-General has sufficient information in his own office. A few objectionable questions have been printed in italics; thus 17 throws discredit on the monthly certificate of the district officer; 45 is a question for an examination paper rather than an inspection report; 53 can practically be answered by reference to the issue registers in the Accountant-General's Office; 136 is a less desirable form than 137. It is of course an object so to facilitate inspection as to leave no justification for its delegation to a clerk; the questions might no doubt be reduced in number, but not without loss of simplicity and increase of trouble to superintending officers. It will probably be a convenience to such officers to receive a sufficient number of half margin copies to allow one for each treasury; but the Accountant-General's return may bring together the reports of all in parallel columns on one sheet, and his remarks would indicate how far the reported condition of the several treasuries agrees with his expectation based on the completeness and accuracy of the returns, and the punctuality of their submission.

4. Three copies of the questions circulated should be forwarded to the comptroller-General's office for information. It will probably be well to print few copies more than will be required for a single year's use, as the experience of the first reports may suggest either new points or a new way of putting old ones.

5. In case of the special inspection spoken of in the last paragraph of the Resolution an officer will of course, as heretofore, draw a deputation allowance of Rs. 5 a day in addition to actual travelling expenses. These include passage and railway fare for self and servant and for luggage, subject of course to deduction of table money for passages by sea; boat, coolie, and carriage hire to and from the place of the officer's sojourn, though not for visiting the office inspected; tolls, but not presents to coachmen or others. Hotel charges or dāk bungalow hire, or servants's batta or table money on board ship are of course inadmissible. An officer so deputed will of course travel with all reasonable speed as if he were travelling exclusively on his own urgent business.

• QUESTIONS FOR TREASURY INSPECTIONS

Number.	Authority ; unless otherwise stated, the Circulars are those of the Accountant-General.	Questions.	Answers.
CASH.			
1	Punj. Govt. Cir. No. 52—963, dated 24th July 1873, para. 5 (1).	What is the amount under double locks ?	
2	Uitto ditto ...	What is the amount in the Treasurer's hands ?	
3	General rule ...	Are the different kinds of coin kept apart ?	
4	Consolidated Circular B, para. 7.	Is there any bag or store of coin in the Treasury kept apart from the general balance ?	
5	Consolidated Circular A., para 18.	Does the amount of cash in the Treasury, including Currency Notes, agreed with the balance as shown in the last entry in the Cash Balance Book ?	
6	Ditto ditto ...	Does the Cash Balance Book show correctly its distribution between treasure under single and under double locks ?	
7	General rule ...	{ Are pains taken to empty the treasure chests in the same order as they were filled ?	
8		{ Has each chest a memorandum of its contents altered and initialled by the Treasury Officer when money is put in or taken out ?	
9	Consolidated Circular E., para 8.	If there is a currency agency, what is the balance in the currency chest, and who keeps the key ?	
10	General rule ...	Are the arrangements for receiving and paying out money convenient to the public, and calculated to secure expedition ? At large Treasuries is a notice of the hours at which the Treasury is open, and of the places where the different branches of business are transacted, put up ?	
11	For Accountant-General's information.	What uncurrent silver and gold coin is there in the Treasury, and under what orders received.	
12	Amended Consolidated Circular D, para 9.	How is silver coin cut under the Coinage Act held ?	
NOTE.—There is a misprint in this paragraph of the Circular. Uncurrent should be read for current.			
13	Amended Consolidated Circular D., para 8. Circular 282, dated 17th May 1873.	{ Are the rules for cutting rupees which have lost more than 2 per cent. acted up to ?	
14		{ Are such rupees first tested in the test scales ?	
15		{ And are they tested in the presence of the Treasury Officer ?	
16	Consolidated Circular D., para 6.	Have any $\frac{1}{2}$ or $\frac{1}{4}$ rupees been cut as light ;	

QUESTIONS FOR TREASURY INSPECTIONS—(Continued.)

Number.	Authority; unless otherwise stated the Circulars are those of the Accountant-General.	Questions.	Answers.
17	Consolidated Circular D, para 4. Gov. of India No. 3173, dated 20th Nov. 1873. <i>Gazette of India</i> , 22nd November 1873.	Is small silver readily obtainable on application?	
18		Are requisitions for copper coin ever received from Tahsils;	
19		Are they promptly answered?	
20		Is the supply of copper at each tahsil ample to meet all demands?	
21		Is Government copper coin freely taken without limit of amount?	
22	Consolidated Circular D, para 5.	Is it freely issued to all applicants seeking it in change for silver, or in payment of claims against Government?	
23		What record is kept of the copper so received and issued at the head-quarter and subordinate treasuries?	
24	For Accountant General's information.	How much uncurrent and defaced copper coin is there on hand?	
25	Gov. of India No. 3733, dated 12th of Decr. 1873. General rule.	Is it kept so apart from the current copper that it cannot be issued by mistake?	
26		Is it broken when sale is ordered, so that it could never pass again?	
27	For Accountant General's information.	State the cash balance on the morning of the 1st of any month, as shown in the Treasury Books, giving Police Works and Tahsil balances separately.	
CURRENCY NOTES.			
28	Consolidated Circular E, para 1.	Are Notes of foreign circles freely taken when tendered, in payment of Government demands?	
29	Do. do. para 3	Is the placard in English and the Vernacular (touching encashment of Notes) exhibited in a conspicuous place when the balances allow such encashment?	
30	Do. do. paras 4, 5 & 6.	Are Currency Notes of the Home circle arranged in bundles according to their denominations?	
31		Are they placed in order of receipt?	
32		Are they regularly re-issued in the order of their receipt?	
33		Is the Note Register punctually kept up?	
34	Consolidated Circular E, paras 4, 5 & 6—	Is it in English or the Vernacular?	
35		Does it separate the different denominations of Notes?	
36		Does it separate Notes of the Home circle from these of foreign circles?	
37		Are the Notes of foreign circles kept apart, but in bundles, and with care, in arrangements similar to that observed for Home Notes?	
38		Are they ever re-issued without special application from the person receiving them?	

QUESTIONS FOR TREASURY INSPECTIONS—(Continued.)

Number.	Authority ; unless otherwise stated, the Circulars are those of the Accountant-General.	Questions.	Answers.
TAHSIL ACCOUNTS.			
39	These rules do not appear to be prescribed, but they are necessary, and may with advantage be insisted on.	Do officers in charge of tahsils or subdivisional Treasuries send a monthly certificate of personal verification of their balances ?	
40		Are the balances at such Treasuries verified during the tours of district and inspecting officers ?	
41	Consolidated Circular A. para 14 (a).	Are the accounts of subordinate treasuries incorporated day by day as they are received ?	
42	Circular, 1 dated 1st May 1865, para. 5.	Are remittances between Tahsil and Sadar treasuries adjusted by help of the Statement of Daily Cash Transactions ?	
43		Does the balance shown in the Cash Balance Report of any given date against the several sub-treasuries correspond with (1) the balances worked out by the Statement of Daily Cash Transactions, and (2) the balances shown in the Tahsil Siahas last incorporated on that day ?	
44	Panjab Government Circular No. 52—963. dated 24th July 1873, para 5 (9).	Are the Siahas initialled by the Treasury Officer in token of incorporation with the accounts ?	
45		Do the totals shown in the Statement of Daily Cash Transactions each day correspond with the total receipts and charges in the Cash Book ?	
46	Consolidated Circular A, para 16.	Is there a separate series of numbers for orders drawn on the Tahsil Personal Ledger Account, and are these noted in the Personal Ledger ?	
BILLS.			
47	Indian Bill Rules, Circular 287, para 5.	Where are spare stores of bill forms kept, and under whose key ?	
48		Are they kept in order ?	
49	Do. do., para 6.	Is the numerical series of each class unbroken ?	
50		Are the books of forms required for the day's use issued in the morning ?	
51	Do. do., para 7.	And are they checked by the Treasury Officer on return in the evening ?	
52		Are issue registers ruled, paged and initialled by the Treasury Officer before the year begins ?	
53	Do. do., para 7.	Are the counterfoils of bills issued initialled by the Treasury Officer ?	
54		Do they agree with entries in the issue register on the experience of a few taken at random ?	
55		Are the issues of duplicates noted in the Issue Register ?	
		NOTE.—The counterfoils of duplicate of bills will make it easy to test the observance of rule in this matter.	

QUESTIONS FOR TREASURY INSPECTIONS—(Continued.)

Number.	Authority ; unless otherwise stated, the Circulars are those of the Accountant-General.	Questions.	Answers.
56	Do. do. para 13.	Are the cross checks given in paragraph 13 of the Bill Rules understood and applied ?	
57	Do. do. para 15.	Where are files of original advances of bills drawn on the Treasury kept ?	
58		Are those from each Treasury laid together in order of date ?	
59		Is the Check Register of Bills Payable written up daily from the advices received ?	
60	General rule ...	Does the Treasury Officer ever check the entries by the original advices ?	
61	Do. do., para 17.	When bills are presented for payment, are they checked with the Check Register of Bills Payable ?	
62	Do. do., para 20.	Is the date of payment entered in the Check Register ?	
63		Is the amount paid noted ?	
64		Is it also marked off in the original advice ?	
65	General rule, para 21 ...	Are paid bills filed in consecutive order according to the number of the order of payment, and attached to the Pay Bills Schedule for transmission to the Account Office ?	
66	Do. do. para 29 ...	In old Check Registers of Bills Payable, are lapses marked off ?	
67	For Accountant-General's information.	Give particulars of any important bills which you may happen to notice as outstanding more than a year in the Check Register.	
MONEY ORDERS.			
68		Where are the spare forms of money orders kept ?	
69		In whose charge ?	
70		Is the series complete ?	
71	Money order rules ...	Where are advices of money orders payable kept ?	
72		How arranged ?	
73		Who can get access to them ?	
74	Circular No. 268, dated 28th February 1873.	Where is the dating stamp ? Are all its movable letters and figures forthcoming ?	
75		Are funds for money order use kept in a separate bag still, or are the gross receipts and the gross payments carried to the Cash-Book daily ?	
76		How are these receipts and payments recorded in the Treasurer's Cash-Book ?	
DEPOSITS.			
77	Consolidated Circular G, para. 2.	Are new Receipt Registers opened every year ?	
78		Does the Treasury Officer initial each deposit in the Receipt Register ?	
79	Do. do. para. 5	Does he ever question the admissibility of a deposit ?	

QUESTIONS FOR TREASURY INSPECTIONS—(Continued.)

Number.	Authority ; unless otherwise stated the Circulars are those of the Accountant-General.	Questions.	Answers.
80	Do. do. para. 12	Is the order for repayment passed without previous reference to the Receipt Register?	
81		Is each repayment entered in the Receipt Register at the time of payment, and initialled by the Treasury Officer?	
82		Are the balances of Judges of Small Cause Courts (where there are such) for decrees, &c., kept in deposit?	
MUNICIPAL ACCOUNTS.			
83	Will be prescribed in a Circular about to issue.	Is there a periodical agreement of the balance on Government books at credit of a municipality and that claimed by the municipality?	
84		Is a formal acknowledgment of the correctness of the Government balance periodically passed by the municipal committee, and recorded in the treasury?	
PENSIONS.			
85	Circular No. 1, 'dated 1st May 1865, para. 14.	Is there a register kept of the permanent orders payable at the treasury?	
86		Is the id. of permanent orders complete according to that register?	
87	Pension Code, Sec. 80, 1	Is it accessible to strangers, to any one but the Treasury Officer?	
88	Do. do. Sec. 80, 2	Are the orders in good condition?	
89		Are all payments noted on them?	
90	Pension Code, 82 (a) ...	Are any over-full of notes of payment?	
91		Does the Treasury Officer regularly check the pensioner's marks with the original order before paying him?	
92	Pension Code, 82 (b) ...	In case of pensioners permanently exempted from personal attendance, is proof every year obtained of their continued existence, and recorded?	
PUBLIC WORKS DEPARTMENT.			
93	Consolidated Circular J. 1	Are credit orders charged off on due date and credited in the Executive Engineer's Pass Book?	
94	General rule that Treasurer's cash-book should only show actual cash transactions.	Are they (improperly) charged off also in the Treasurer's Cash-Book?	
95	Consolidated Circular J, 1	Is anything credited in the Public Works Pass Book but the amounts of credit orders issued by the Accountant-General?	
96	Consolidated Circular J, 9.	Is the original Pass Book with the Executive Engineer?	
97		How often does he send it to be written up?	
98		When is it returned to him?	
99		Is the treasury duplicate kept up to date.	

QUESTIONS FOR TREASURY INSPECTIONS—(Continued.)

Number.	Authority ; unless otherwise stated the Circulars are those of the Accountant-General.	Questions.	Answers.
100	Consolidated Circular J., 9—continued.	Is it laid before the Treasury Officer before any new cheque is passed for payment?	
101	Consolidated Circular J., para 7.	When are cheques paid, at Tahsil or Sub-divisional Treasuries posted in it?	
102	Consolidated Circular A., (amended by Circular 278), para 15 (c).	Is their amount shown in the Statement of Daily Cash Transactions as Cash Remittance from the Tahsil to the Sadr?	
TREASURY FURNITURE.			
103	For Accountant-General's information.	How many spare Chubb's locks are there in store?	
104		What is their condition?	
105		Who keeps their keys?	
106		What is the state of the treasure boxes?	
107		Have those in use Chubb's locks?	
108		Where is the set of rupee and half rupee minimum weights?	
109		In what condition are the best scales?	
110		Are there minimum weights for sovereigns and half sovereigns?	
111		Are the arrangements for the custody of money satisfactory?	
ESTABLISHMENT.			
112	Govt. of India Resolution No. 3807, 31st July 1862.	Are receipts taken in a register for all pay and allowances issued?	
113	Panjab Stamp Manual, para 97.	Is a stamped receipt required whenever the amount exceeds Rs. 20?	
114	Pension Code, Section 69.	Have service books been prepared for the whole establishment?	
115	Do. Do. Do. 69 (6)	Are they kept up to date?	
116	Cir. of Board of Admin. No. 111, 26th of May 1849; Fin. Comr's. Book Circular 2 of 1870.	What security does the Treasurer give?	
117	For Accountant-General's information.	Where is the bond kept?	
118	Consol. Circular B, para 23.	When was it last tested?	
119	Punjab Gov. Cir. No. 52—963, 24th July 1873, para 5 (1).	What amount is ordinarily left in the Treasurer's hands?	
MISCELLANEOUS.			
120	Circular 114, para 6	Is a register kept of Government paper on which interest has been made payable at the Treasury?	
121	General rule	Is every payment made on the authority of a Letter of Credit noted thereon at the time of payment?	
122	General rule	Are printed forms (chalans) available readily to persons having to pay money into the Treasury?	
123	Consol. Circular A. para 1.	Is money ever received without one?	

QUESTIONS FOR TREASURY INSPECTIONS—(Continued.)

Number.	Authority ; unless otherwise stated the Circulars are those of the Accountant-General.	Questions.	Answers.
124	Consolidated Circular A. para 4.	Are payments made before a formal order is obtained from the Treasury Officer ?	
125	Consolidated Circular A. para 6.	Are they at once noted in the Cash Book or Registers, as the case may be ?	
126	General rule	Are standing orders transgressed by the maintenance of a second set of accounts in the Vernacular ?	
127	General rule	NOTE—The Treasurer's account of cash transactions is not a second account. Is the Circular file of the Account Office complete ?	
128		Does the Treasury Officer take pains to see that important new Circulars are understood ?	
129	Circular 1, dated 1st May 1865, para 7.	Are returns for the Account Office written up day by day ?	
130	Circular 1, dated 1st May 1865, para 8.	How are vouchers stored between the day of payment and transmission to the Account Office ?	
131	Punj. Gov. Cir. No. 52—963, 24th July 1873, para 5 (8).	What record is kept of the Accountant-General's orders of retrenchment ?	
132	For Accountant-General's information.	In whose custody is it ?	
133	General rule	Is reference made to it before new pay is issued ?	
134	Consolidated Circular A, para 18.	Is the daily cash sheet fully agreed with the accounts and the Treasurer's Cash-Book before the establishment leaves office each evening ?	
135	Consolidated Circular A, para 19.	Does the Treasury Officer see that the cash balance shown against each tahsil agrees with that admitted by the tahsildar on the last returns embodied ?	
136	Panjab Government Circular No. 52—963, dated 24th July 1873, paragraph 5 (2).	Are the office registers and records in good order ? and are they kept in bound volumes and not in loose sheets ?	
137	General rule	Are there erasures in the accounts ?	
138	General rule	Are the books duly signed by the treasury officer where prescribed ?	

The 2nd June 1873.

No. 2130.—In continuation of Panjab Government Gazette Order, No. 1261, dated 27th March 1874, the Hon'ble the Lieutenant-Governor is pleased to extend the provisions of Section 32 of Act XXXI of 1860, (prohibiting the possession of arms and ammunition without a license) to the Cis-Indus portions of the Derah Ismail Khan and Bannu districts comprised in the Bhakkar and Miánwali subdivisions, with effect from 1st July 1874.

Circular No. 36—2162, dated 6th June 1874.

It has been suggested to the Hon'ble the Lieutenant-Governor that the time has come when registration of births within all places to which Act IV of 1872 (the Municipal Act) has been extended might appropriately be enforced. All Municipal Committees already maintain registers of deaths, but there is a considerable number in which births are not registered. His Honor desires me to request your opinion as to the advisableness of enforcing registration of births in these latter places also.

Circular No. 38—2189, dated 8th June 1874.

As applications are frequently being made to this office from officers transferred from one station to another for a certificate that the transfer was made on public grounds, and not solely for the convenience of the officer transferred, such certificate being supposed to be necessary to enable the officer concerned to draw travelling allowance, attention is hereby called to Financial notification of the Government of India, No. 3564, dated 11th December last, published in the *Gazette of India* of the 13th idem, and re-published in Part II of the *Punjab Government Gazette* of the 18th idem, and hereto annexed for ready reference, from which it will be seen that the certificate of the nature referred to has been abolished, and in lieu thereof the officer transferred is required to submit with his travelling allowance bill a certificate signed by himself that he did not apply for the transfer, and that to the best of his knowledge and belief it was not made for his private advantage, but on public grounds only.

FINANCIAL DEPARTMENT—NOTIFICATION.

Dated 11th December 1873.

No. 3564.—In supersession of the orders of this Department No. 4792, dated 14th July 1862 and No. 148G., dated 11th August 1862, the President in Council is pleased to rule that, when a public officer on transfer from one station to another claims travelling allowance, he shall submit with his bill for the allowance a certificate signed by himself that he did not apply for the transfer, and that to the best of his knowledge and belief it was not made for his private advantage, but on public grounds only.

FINANCIAL DEPARTMENT.

The 10th June 1874.

No. 885.—In accordance with the Resolution of the Government of India in the Financial Department, No. 1090, dated 16th February 1874, regarding the sale of Court Fees Stamps, the Hon'ble the Lieutenant-Governor is pleased to prescribe the following Rules under Section 27, clauses (a) and (d), of the Court Fees Act (VII of 1870), regarding the supply and account of Court Fees Stamps. Punjab Government Notification No. 502, dated 7th April 1874, is hereby cancelled.

2. In the following rules the term "Court Fees Stamps" includes "Court Fees Labels" and "Process Fees Stamps."

I.—All Government treasurers and their agents and subordinates entrusted with the custody and sale of stamps on behalf of Government in all sadr and tahsil treasuries are hereby appointed *ex-officio* vendors. They shall be supplied from time to time with Court Fees Stamps from the district treasury.

The Financial Commissioner may appoint other persons besides the above *ex-officio* vendors of Court Fees Stamps.

II.—*Ex-officio* vendors shall sell to licensed vendors and to the public, on application, all kinds of stamps (including Process Fees Stamps) prescribed by the Act.

III.—Licensed vendors may sell any kind or value of stamps prescribed by the Act. The form of license is herewith appended.

IV.—The rates of discount to which licensed vendors purchasing Court Fees Stamps from *ex-officio* vendors are entitled as follows:

Value of each stamp.	Minimum quantity entitling to discount.	Rate of discount.
Not exceeding Rs. 5 each ...	Twenty-rupees worth ...	1 $\frac{9}{16}$ per cent., 3 pies in the rupee.
Exceeding Rs. 5 each, and not exceeding Rs. 50 ...	Fifty-rupees worth ...	Ditto.

V.—On stamps exceeding Rs. 50 in value no discount is allowed.

VI.—No discount is allowed on the sale of Court Fees Stamps to persons other than licensed vendors.

VII.—Except as hereinbefore provided, no discount shall be allowed on the sale of Court Fees Stamps.

VIII.—No licensed vendor shall be supplied with stamps on credit without the special sanction of the Financial Commissioner.

IX.—*Ex-officio* vendors shall keep such registers and accounts as may be prescribed from time to time by the Financial Commissioner.

X.—No special form of account is prescribed for licensed vendors who take stamps for cash.

XI.—Licensed vendors shall be appointed by the Deputy Commissioner. Treasurers or their agents at the sadar or tahsil treasuries may be appointed licensed vendors, but no officer charged with the duty of affixing or punching Court Fees Stamps shall be appointed a licensed vendor.

XII.—Every license shall be revocable at any time by the Local Government or by the authority who granted it.

XIII.—Every licensed vendor shall at all times have stuck up in a conspicuous station outside the place of vend a signboard bearing the name of the vendor, with the words "Licensed Vendor of Court Fees Stamps" in English and in the Vernacular language of the district. He shall have in the place of vend the Acts of the Legislature and their schedules referring to the stamps sold by him, together with these rules, in English and the said Vernacular, placed that they can be readily seen and read by purchasers.

XIV.—Every licensed vendor shall without delay deliver any stamp which he has in his possession for sale, on demand by any person tendering the value in any currency which would be accepted on behalf of Government by the Collector of the district.

XV.—No vendor shall sell any stamps the use of which has been ordered by competent authority to be discontinued.

XVI.—Every licensed vendor shall at any time, on the demand of the Collector or other Officer duly authorized by the Local Government, deliver up all stamps of any kind remaining in his possession, and, if such stamps have been paid for, shall receive back the value thereof, less any discount which may have been allowed.

XVII.—Court Fees Stamps may be passed freely from hand to hand like postage stamps.

Form of License for Vendors of Court Fees Stamps.

License is hereby granted to (name) of (place) in (district) to sell at (place) Court Fees Stamps of all kinds prescribed in the Court Fees Act, subject to the rules for sale of such stamps issued by the Government of India and the Local Government, the infringement of any of which will render the license-holder liable to the penalty prescribed in Section 48 of the General Stamp Act, as amended by Section 34 of the Court Fees Act, namely, simple imprisonment for a term which may extend to six months, or fine not exceeding Rs. 500, or both.

Dated

(Sd.)

Deputy Commissioner.

The 9th June 1874.

No. 951.—In continuation of *Panjab Government Gazette* Order, No. 722, dated 12th May 1873, the Hon'ble the Lieutenant-Governor is pleased to direct and hereby directs—

1. That the special jurisdiction conferred upon the Commissioner, District Officers, Assistant Commissioners, and Tahsildars of the Hoshiarpur District, to try and determine suits in respect to land, or the rent, revenue or produce of land in the pargannas, villages and talukas mentioned in the above-quoted order under Section 21 of Act XIX of 1865 (*The Panjab Courts Act*), shall cease on and after the 20th day of May 1874, and that all original suits and applications for review of judgment then pending in the Court of any such officer be transferred to the ordinary Civil Courts.

2. That the special powers conferred upon the Financial Commissioner of trying appeals in respect of land, or the rent, revenue or produce of land in the same tracts, under Section 22 of Act XIX of 1865, shall cease on and after the 20th day of May 1874.

CIRCULAR No. 39—992.

Dated Lahore, 17th June 1874.

It having come to the notice of the Hon'ble the Lieutenant-Governor that in several instances Deputy Commissioners have of their own motion, and without reference to superior authority, varied the constitution of Municipal Committees by altering the number or mode of appointment of non-official members, I am desired to request that you will intimate to the several District Officers in your Division that this is illegal, and that such irregularities will not be permitted in future. Should a District Officer desire in any way to alter the constitution of a Municipal Committee, he should apply to this office through you for the sanction of Government, as prescribed in paragraph 22 of Circular No. 31, of 23rd ultimo.

Circular No. 41—2511, dated 3rd July 1874.

From Secretary to Government, Panjab and its Dependencies, to all Commissioners, Deputy Commissioners, and Civil Surgeons in the Panjab.

I AM directed to inform you that His Honor the Lieutenant-Governor has been pleased to delegate the power of transferring, posting, or granting privilege leave to members of the subordinate medical establishments (i. e., hospital assistants, native doctors, and medical pupils,) to all Deputy Surgeons-General within their respective circles of medical administration.

Circular No. 24—1139 dated 16th July 1874.

From Secretary to Government, Panjab and its Dependencies, to all Commissioners and Superintendents of Divisions in the Panjab.

WITH reference to the accompanying copy of Resolution of the Government of India in the Financial Department, No. 3853, dated 19th June 1874, in which it is stated that a Commissioner's inspection of a district treasury should be of a more general character than was required by the previous resolutions therein referred to, it is requested that the question, forwarded with Circular of this Department, No. 33—815 of the 29th May last, may be passed on to Deputy Commissioners, who should be instructed to examine their treasuries before the close of the current calendar year, sending one copy of the questions to the Accountant-General immediately after the examination has been made.

No. 3853.

GOVERNMENT OF INDIA.—FINANCIAL DEPARTMENT.

Fort William, the 19th June 1874.

Read again—

Financial Resolution No. 3461, dated 5th December 1873, transferring the duty of ordinary treasury inspection from the Accountants-General to the Commissioners or other superintending officers directly under the local Governments and Administrations; and directing at the same time "that the observations of these officers on all matters connected with the accounts and treasury branches of revenue treasuries shall be communicated to the Accountant-General of the province, together with any orders which on the occasion of such inspections they may give to the officers in charge of the treasuries," and that the Accountants-General shall forward these reports with their remarks to the Comptroller-General.

Read—

A letter from the Government of the North-Western Provinces, No. 23, dated 6th January 1874, stating that as the Commissioners neither possess any special knowledge of the details of the treasury accounts, nor have leisure to acquire it, their inspection of district treasuries can be of little service in obviating risks and abuses, or securing a full and uniform observance of the rules and system of account.

Read also—

A letter No. 172, dated 16th April 1874, addressed by the Comptroller-General to all Accountants-General, circulating a list of questions to treasury officers with a view to obtain from them, for the Account Department, information on the chief points connected with the inspection of district treasuries.

RESOLUTION.—The Governor-General in Council observes that a Commissioner, when inspecting a district treasury, cannot be expected to go into all the details indicated by the list of questions proposed by the Comptroller-General, and that the circular in question should therefore be cancelled. If it is, however, considered necessary for the Account Department to get information on all the points referred to in the list, it would be better to send the list of questions once a year to Collectors, and for them to return it with their replies to the Accountant-General.

2. In the opinion of His Excellency in Council, a Commissioner's inspection of a district treasury should be of a more general character. All that he can be expected to see is, that the boxes in which the money is kept are in good order, that the guard is properly posted, that the treasurer is not allowed to keep too much money in his hands, that the spare stores of bill forms are kept under proper custody, that the Money Order Accounts, Deposit Registers, and Pension Registers are all up to date, that the Standing Orders of the department are observed, that the Accountant-General's Circulars are understood and filed to date, and, generally that the office registers and records are in good order.

HOME DEPARTMENT.

The 27th July 1874.

No. 2811.—The Hon'ble the Lieutenant-Governor is pleased to prescribe the following Text Books for the examination of Tahsildars and Naib Tahsildars, in supersession of the list contained in Appendix I of *Panjab Government Gazette Order No. 858*, dated 19th April 1866:—

TEXT BOOKS FOR THE EXAMINATION OF TAHSILDARS AND NAIB TAHSILDARS.

Criminal.

1. The Indian Penal Code, Chapters 1, 2, 3, 4, 5^o and 23, and all sections relating to offences triable under the schedule attached to the Code of Criminal Procedure as triable by Magistrates of the 2nd and 3rd class.
2. Act V of 1861, the Police Act.
3. Act XXXI of 1861, the Arms Act as modified by Act VI of 1866.
4. Act VI of 1864, the Whipping Act.
5. Act III of 1867, the Gambling Act.
6. Act I of 1868, the General Clauses Act.
7. Acts XXVII of 1870 and XIX of 1872, the Indian Penal Code Amendment Acts.
8. Act I of 1871, the Cattle Trespass Act.
9. Acts X of 1872 and XI of 1874, the Code of Criminal Procedure.
10. Act XXVII of 1871, the Criminal Tribes Act.
11. Selected Circulars of Judicial Commissioner and Chief Court, Criminal Department.

Civil.

1. Act VIII of 1859, the Code of Civil Procedure.
2. Act XXIII of 1861, an Act to amend Act VIII of 1859.
3. Act XIX of 1865, the Panjab Courts Act.
4. Act IX of 1871, the Indian Limitation Act.
5. Acts I and XVIII of 1872, the Indian Evidence Act.
6. Act IV of 1872, the Panjab Laws Act and Rules issued under the Act.
7. Act VI of 1872, the Indian Oaths Act.
8. Act IX of 1872, the Indian Contract Act.
9. Selected Circulars of Judicial Commissioner and Chief Court, Civil Department.

Revenue.

1. Acts XIV of 1843 and XXVI of 1855, Customs Act.
2. Act XXXI of 1861, the Saltpetre Act.
3. Act XXVIII of 1868, the Panjab Tenancy Act.
4. Act XVIII of 1869, the General Stamp Act.
5. Act VII of 1870, the Court Fees Act, and amending Act XX of 1870.
6. Act X of 1871, the Land Acquisition Act.
7. Acts X of 1871 and XXVI of 1872, Excise Act and the Rules issued thereunder.
8. Act XX of 1871, the Local Rates Act.
9. Act XXVI of 1871, the Land Improvement Act and the Rules issued under the Act.
10. Act XXXIII of 1871, the Panjab Land Revenue Act, and the Rules framed under the Act.

11. Act IV of 1873, the Panjab Municipal Act.
12. Act VIII of 1873, the Northern Indian Canal and Drainage Act.
13. Act XXIII of 1871, the Pensions Act and the Rules framed under the Act.
14. Rules *re* Encamping Grounds and Supplies for Troops.
15. Act VIII of 1871, the Indian Registration Act and the Circulars of the Inspector-General of Registration.
16. Revised Directions to Revenue Officers by Mr. D. G. Barkley.
17. Financial Commissioner's Selected Circulars.

Circular No. 46—2890, dated 31st July 1874.

From Secretary to Government Panjab and its Dependencies, to all Commissioners and Deputy Commissioners in the Panjab.

In continuation of this Office Circular No. 23, dated 14th March 1872, regarding certain frauds practised in the manufacture of wolves' heads for the sake of the reward, I am desired to circulate for general information a memorandum by Dr. Bonavia, of Oudh, on the distinction between the cubs of wolves, foxes, and jackals.

Extract from Memo. by DR. BONAVIA, of Oudh, on the distinction between the Cubs of Wolves, Foxes and Jackals.

I HAVE collected a sufficient number of wolf, fox, and jackal cubs, to enable me to write the following memo. regarding the distinctions between the cubs of wolves, foxes, and jackals. It would be better perhaps to commence it by noting the various devices resorted to by Kunjurs, in order to pass off the different kinds of cubs as wolf cubs.

They commence bringing cubs in January. During the past season the first brought were on the 21st January. At first they bring wolf cubs, and perhaps also the head of a full-grown wolf, to show that they have captured the mother and taken the young. I believe all those they first bring, if in January, are wolf cubs. Their color and character are different from those brought later in large numbers.

In February, when the weather begins to get somewhat warm, they bring a large number of cubs at once, of a miscellaneous character, and of various ages, and in all stages of decomposition. Among them are to be found some wolf, some fox, and a few jackal cubs. I believe they are allowed to decompose, with the hope that the bad smell emanating from them may prevent the person who sees them from making a close examination. The gases which are developed by decomposition also puff out the bodies, and make them look scouter, so that without a close inspection they might be mistaken for wolf cubs.

Later in the season, about March and beginning of April, they bring in numbers of cubs every day, which are smaller and of a different character from those brought in January. They are also all of one character. These are all jackal cubs. They bring them quite young, perhaps a few days old, with their eyes closed. The younger they are the less easy it is to distinguish them, and when the "Kunjurs" assert with all their might, that they are wolf cubs, and that young jackals cannot be had till several months later, one is apt to be cheated into the belief that they may be wolves.

STATEMENTS OF "KUNJURS" REGARDING THE BREEDING TIME OF THESE ANIMALS.

They state that there are two seasons in which wolves breed. Old females, they say, breed in "Phoos" or "Mah" or December and January, and one-year old females (Pattha) or half grown) breed in "Cheit" and "Baisakh," or March and April. The latter statement is untrue, as I shall show further on, and is used as a device to pass off as wolves young jackals which are bred later than wolves.

They also state that foxes breed in "Phagon" or February, and that jackals don't breed till "Cheit" and "Asarh" or May and June. I could never obtain young jackals in May and June, although I offered a high price for them, for the simple reason that they are not bred so late. That jackals breed about the middle of March, I have proved to myself beyond a doubt. On the 14th April, a young jackal was captured in the Horticultural Garden. It was about a month old. It produced the characteristic howl of the jackal. It could run about and hide itself, and was about double the size of some young cubs which I had taken a fortnight before, with their eyes closed, from the "Kunjurs." These men swore that the latter were

wolf cubs, but nevertheless they grew into jackals. So that I have no doubt in my mind about the breeding time of the jackal. The cubs which "Kunjurs" say are offspring of one-year old wolves, in order to account for their smallness, are all *jackals*.

DIAGNOSTIC CHARACTERS OF THE VARIOUS KINDS OF CUBS.

Wolves.—Breeding season from about middle of January to about middle of February.

When very young, with closed eyes, they are of a uniform light chocolate brown, lighter about the head. At this age the hair is not very soft, and resembles in length and texture that of the common otter. The tail, compared to the body is short. The lower part of the abdomen is bare. Their general contour is stout, like the very young pups of a large dog.

When older, the coat becomes soft and very full. The part of the hair which is next to the skin being light tan, and the tips brown. So that their coat presents a mixture of chocolate brown, and that of light brown paper.

Older still, they acquire large limbs and head, and their ears are distinctly edged with black. At this age they acquire a distinct dark half collar on the under part of their neck, bordered before and behind with white: their teeth are stout, and their general appearance renders it impossible to confuse them with the cubs of either the fox or jackal.

Foxes.—Breeding season from about middle of February to middle of March.

(NOTE.—On the 4th March, a number of cubs of all sizes were brought. Among them were twelve, which were distinctly fox cubs, and apparently about three weeks old.

When quite young, with closed eyes, they are of a very light brown, somewhat of the shade of coffee and milk, darker on the back. Their coat is soft, and the tail compared to their body is *very long*, almost twice as long as that of the young jackal of the same age. When older their color becomes lighter, being only slightly dark on the back. The lower part of their abdomen becomes completely covered with a short and soft *white* down, and their ears become white edged.

Still older their coat becomes very soft and of a yellowish tan, with numerous projecting silky black hairs. At this period on their paws (that part which corresponds to the anatomical wrist) are developed a few *white* hairs, and their face becomes quite *foxy*, with a pointed muzzle. Their teeth are *fine*.

Jackals.—Breeding season from about middle of March to middle of April.

When quite young, with closed eyes, they are of a *sooty* brown sprinkled all over with greyish hairs. Their coat is somewhat harsh. The lower part of their abdomen is bare. Their tail compared to their body is short. As they grow, a *tan spot* is developed in front of each ear. Afterwards a good deal of tan appears about their heads and legs and their color becomes lighter, and their coat softer, but it is spare and never so full as that of a young wolf. The grey tips of the hairs are very distinct, especially in certain lights. As they grow older they become still lighter in color, and the sootiness is confined to the tips of the hairs. Their appearance is then as if they had been rolling themselves among charcoal, *viz*, a ground color of yellowish tan, washed with soot. Their teeth are neither fine nor stout. When about a month old, their general character, smallness of limbs and heads, should render it easy to distinguish them from wolf cubs, especially when the season is taken into consideration.

Should any *very young* and *hairless* cubs be brought, it is a sign they have been cut out of the mother, and then unless they bring the mother also, it is a *safe sign* they are *not* wolves. As if they captured a pregnant wolf, they certainly would bring her to claim a reward for her.

It is my firm impression that by far the largest proportion of cubs for which "Kunjurs" claim rewards are jackals.

I consider the above memorandum as provisional. Now that I have a clue to the distinctions between the young cubs of these three animals, I shall be able next year to make more accurate observation, and give certain measurements which may be useful. I shall also be able to obtain more accurate data regarding the breeding season of each. In the meantime, what I have written may serve as a rough guide for detecting the organized imposition of "Kunjurs."

It is not improbable that what are rejected as jackal cubs in one place are taken to another, and passed off as wolf cubs. It would be therefore a good plan to have all cubs brought by "Kunjurs" destroyed, whether they are wolves or not, and marked in such a way as to prevent their being taken to another station.

Circular No. 47—1303, dated 3rd August 1874.

From Offg. Secretary to Government, Panjab and its Dependencies, to all Commissioners in the Panjab.

SCHEDULES of octroi duties proposed to be levied in the various municipal towns of the province are frequently submitted for the sanction of the Hon'ble the Lieutenant-Governor, containing non-taxable articles, such as opium, sulphur, indigo, saltpetre, &c., and the articles which are taxable are frequently placed under the wrong class. This indicates, in the first place, that the schedules were prepared without care, and in the second place that they were passed on by the Commissioner for the sanction of Government without scrutiny.

2. I am desired accordingly to request that you will impress on Deputy Commissioners of your Division the necessity for care in the preparation of octroi schedules, and that before passing them on you will subject them to a close examination.

No. 11-1005, dated 6th August 1874.

From—Under-Secretary to the Government of India, Home Department,
To—The Secretary to Government, Panjab.

I am directed the request that, with the permission of His Honor the Lieutenant-Governor, instructions may be issued to all District Magistrates desiring them, in the event of the arrest by the police of soldiers, British or Native, charged with the commission of an offence, to give as early intimation, as possible of the fact to the officer commanding the regiment to which the men arrested may belong, so as to enable him to adopt in time any measures he may think necessary for their defence.

DEPARTMENT OF AGRICULTURE, REVENUE AND COMMERCE.

The 23rd September 1874.

No. 1599.—Notification.—The following rules, framed under Section 3, Act XIV of 1843, for the collection of the export duty on sugar and saccharine produce booked "through" from other railways to cross the inland customs line by the Rajputana State Railway, Dehli district, when uncovered by an inland customs rowanna or railway certificate showing that the full duty due thereon has been paid, are issued with the sanction of the Government of India :—

1. When sugar or saccharine produce so booked is re-loaded into the State Railway waggons at Dehli, an inland customs officer shall be present to examine the rowannas or railway certificates, if any are presented, and to check the weightment of the goods.

2. If no such rowanna or certificate is presented, or if the amount of duty shown by such rowanna or certificate to have been paid is less than the full duty leviable on the goods, the goods may nevertheless be allowed to be loaded into the State Railway waggons and forwarded to their destination on the State Railway Station-master at Dehli giving to the Customs Officer an acknowledgment in the following form :—

Serial number (for the official year).

Name of consignor.

Name of station whence booked.

Name of consignee.

Name of station to which booked.

Quantity of goods :—Refined sugar ——— manns ——— seers.

Unrefined saccharine produce ——— " ——— "

Amount of duty leviable.

Amount of duty already paid as per rowanna or certificate.

Deficiency in duty to be recovered by State Railway.

Date of forwarding the goods.

No. of the train.

Signature of the State Railway Station-master, Dehli.

3. The consignment will be detained at the delivering railway station until the deficiency of duty, together with all railway charges due thereon, is paid by the consignee or his agent.

4. If such duty and charges are not paid within one month the consignment shall be seized and notice sent to the Collector of Customs, who will act in accordance with the provisions of section 9 of the Act. If orders are issued for the confiscation of the consignment, it may be sold by auction and the duty and charges realized from the proceeds. The balance, if any, will be paid to the consignee or his agent if claimed within two months from the date of sale, failing which it will be credited to Government.

5. All persons concerned in any fraudulent attempt to evade the payment of the duty shall be liable to the penalties prescribed in section 7 of the Act, and the goods will be liable to confiscation or such lesser penalty, as may be imposed by the Commissioner of Revenue, Dehli Division, under section 9 of the Act.

FINANCIAL DEPARTMENT.

The 6th October 1874.

No. 1574.—Notification.—The following addition to the rules issued under Section 14 of the Pensions Act, 1871, made by the Financial Commissioner of the Panjab, has received the consent of the Honorable the Lieutenant-Governor, and is hereby published for general information in continuation of *Panjab Government Gazette* Order No. 48, dated 9th January 1873:—

In Rule 41, after the words “orders of Government,” insert the words “unless a different rule of succession has been prescribed in the grant.”

No. 1609, dated 12th October 1874.

From Secretary to Government, Panjab, to the Accountant-General, Panjab.

I AM desired to acknowledge the receipt of your letter No. 414 (M.), of the 21st September, with its accompanying memorandum, and to communicate the Hon'ble the Lieutenant-Governor's approval to your proposals that District Committees be allowed to make such re-appropriations as they may deem necessary within the allotments sanctioned for the service of the year.

The re-appropriations in Part I of the budget should be reported to your office, and those in part II, to the Controller, Public Works Accounts.

2. The Committees may also make appropriations out of the balance estimated in their budgets, which may be looked upon as a reserve, reporting to your office in detail all appropriations for Part I, and in similar detail to the Controller, Public Works Accounts, all appropriations for Part II,—a memorandum giving the lump sum of the latter to be furnished to you by the Controller.

No. 307-2008, dated 1st October 1874.

From Commissioner and Superintendent, Jalandhar Division, to the Secretary to Government, Panjab.

HAS the honor to forward herewith, for orders of His Honor the Lieutenant-Governor, copy of Deputy Commissioner, Hoshiarpur's No. 588, dated 18th September, regarding supply of medicines to the families of Government servants from the local dispensaries.

No. 388, dated 18th September 1874.

From Deputy Commissioner, Hoshiarpur, to the Commissioner and Superintendent, Jalandhar Division.

MR. KIRKPATRICK, Head-Master of the Zillah School here, has lately shewn me correspondence he has had with Mr. Fox and Dr. Tressider regarding a matter of etiquette connected with the question of how far a local medical officer is expected to comply with requisitions for medicines prescribed by another medical officer.

2. With this question I have nothing whatever to do at present; but Dr. Tressider has put on record in an official letter to Mr. Kirkpatrick an opinion on a matter with which we are all so intimately concerned that I crave your leave to bring it before you, with the view of the general question being submitted for the orders of Government.

3. The opinion to which I take exception is thus expressed by Dr. Tressider:—

“When Government have taken the trouble to give numerous definite orders that the families of civil servants are not entitled to gratuitous medical attendance, it is certainly implied that they are not entitled to medicines gratuitously.”

Extract from letter No. 40388, dated 12th September 1874, from Deputy Surgeon-General, Indian Medical Department, to Head-Master, Zillah School, Hoshiarpur.

4. I take leave to question this inference, and believe it to be wholly opposed to the policy of the Government, which in this country cannot, and has never attempted to ignore the existence of the families of its servants as if it had no interest in, or connection with, their well-being.

5. It is quite certain that, however sacred the obligation under which an officer rests towards the Government, his efficiency cannot help being more or less influenced frequently by consideration of the health and interests of his family, and these are directly wrapped up often in the opportunities or their absence for obtaining medical relief when required.

6. To give an instance of this in the case of Mr. Kirkpatrick. This officer is a valuable servant of Government, doing thoroughly good and earnest work in the important position he holds; his wife is delicate, and requires medicines of sorts from time to time; if he is shut out from procuring these through the local medical officer in a place so remote from chemists' shops as Hoshiarpur, he at once feels restless and uneasy, and as a consequence applies, as Mr. Kirkpatrick has now done, for privilege leave or a transfer to another station where he can get medicines dispensed on emergency without having to wait four or five days for them.

7. It is true that at large stations which possess chemists' shops the Government might expect that its servants, who hold positions enabling them to pay for medicines, should resort to these shops to get them, but I cannot believe that in out-stations where there are no such establishments the intention of the Government is, that the families of officers are to be refused medicines from the civil dispensary.

8. The question is a very important one to a large class of persons, and it seems necessary that Dr. Tressider's dictum should either be affirmed or annulled under the orders of Government, both in the interests of the public, who may require relief and think they have a right to claim it, and of the medical officers who have been accustomed to respond to such calls hitherto, and who may now naturally feel hesitation in so doing.

9. You will of course understand that I am not entering into the merits of this particular case, but that I submit the broad question for a ruling:—Are the families of Government servants of all classes who reside in stations where there are no apothecaries' shops entitled to look to the medical officer on the spot to supply them with required medicines on occasions free of charge, that is to say, free of charge for the drugs of course, not for the medical attendance?

No. 3684, dated 12th October 1874.

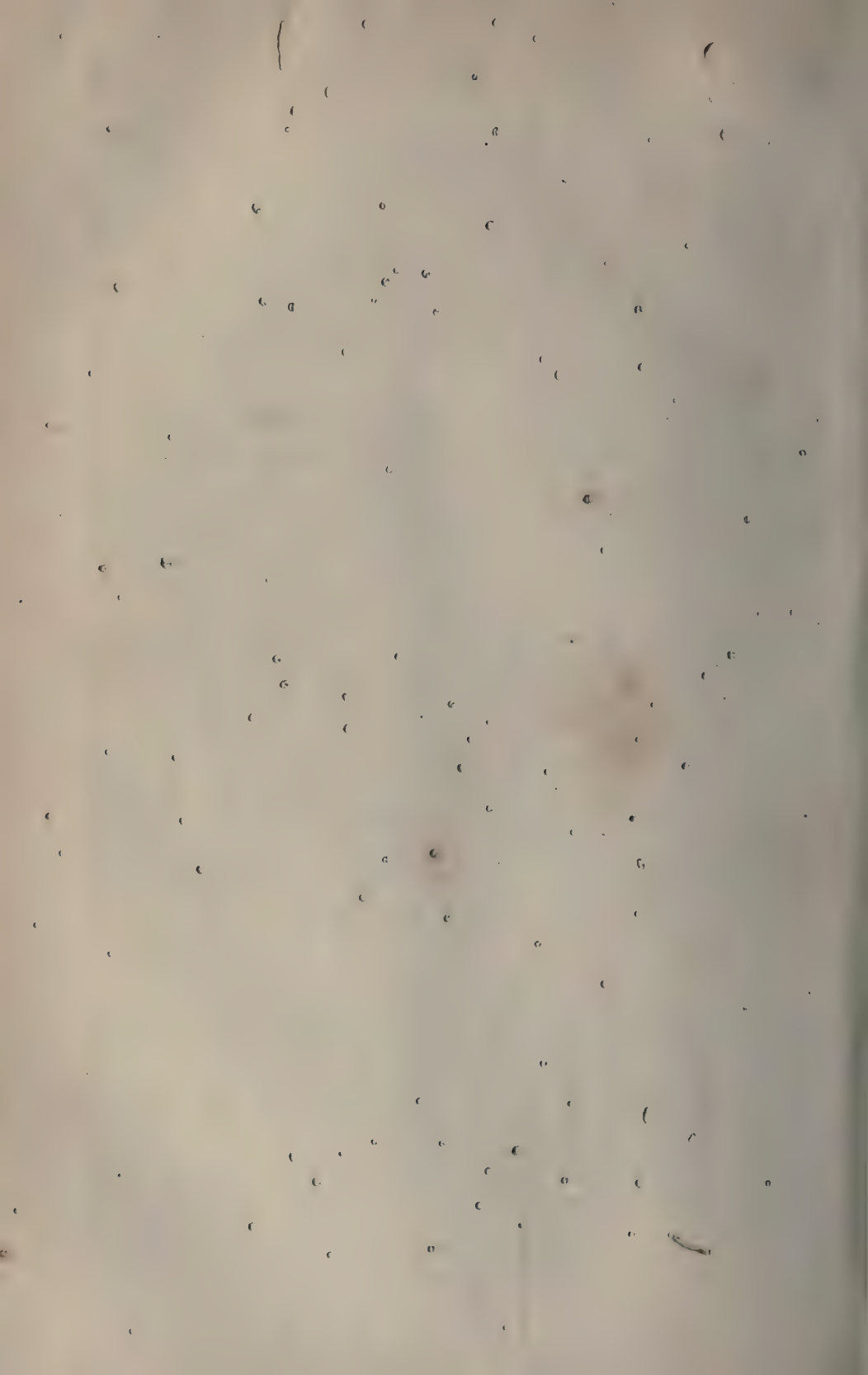
From Secretary to Government, Panjab, to the Commissioner and Superintendent, Jalandhar Division.

In reply to your letter No. 307, dated 1st instant, relative to the supply of medicines to the families of Government servants, I am desired to state that, in the opinion of the Hon'ble the Lieutenant-Governor, the practice which has heretofore prevailed, whereby at all out-stations where there are no other means of procuring European medicines on the spot, the families of Government servants and others not in the employment of Government are supplied with such medicines from the dispensary stores, if available, should be continued. But His Honor sees no reason why the supply should be gratuitous. The price, however, should be fixed so as to represent as nearly as possible the cost price; and instructions to this effect will be issued to all the Deputy Surgeons-General in the Province.

Circular No. 54—3711, dated 14th October 1874.

From Officiating Under-Secretary to Government, Panjab and its Dependencies, to all Commissioners and Deputy Commissioners and Inspector-General of Police, Panjab

In continuation of Circular No. 34—2108, dated the 1st June last, I am directed to state that in districts where the disarming provisions of Section 32 of the Arms Act (XXXI of 1860) are in force, fireworks-makers, who do not combine with such trade the manufacture or sale of gunpowder, or any of the articles enumerated in Section 5 of the Arms Act, and who accordingly are not required to take out a license for manufacture under Section 8 of the Act, must nevertheless take out licenses for possession of sulphur and gunpowder in accordance with the provisions of Section 32.



The 23rd November 1874.

No. 4228.—Notification.—The subject of prescribing an educational test for candidates for Government employ has long been under consideration.

The measure was first proposed some years ago by the Director of Public Instruction, but though the Lieutenant-Governor (the late Sir Donald Macleod) was favorable to the principle, difficulties and objections, the nature of which it is unnecessary to detail, led to its postponement for the time being. The Financial Commissioner has recently revised the proposal and recommended its adoption in reference to subordinate employes in the Revenue Department.

The opinions of Commissioners and District Officers, and of the Native gentlemen whom the Lieutenant-Governor has consulted, are generally in favor of the measure, and the Director of Public Instruction has intimated that he is in a position to arrange for the necessary examinations.

Having given careful attention to the arguments for and against the measure, His Honor the Lieutenant-Governor is of opinion that its introduction to a limited extent, and in respect of appointments of or above a certain value, is expedient in the interests both of the Government and education.

The Honorable the Lieutenant-Governor is accordingly pleased to direct that, from the 1st day of January 1876, no person shall, save under the special sanction of Government, be appointed or promoted to an office in any Civil Department under the control of the local Government the salary of which office exceeds twenty-five rupees a month, unless he can produce a certificate of having passed the examination of the Educational Department, known as the middle school examination (the particulars of which are set forth in an appendix to this notification), or any of the higher examinations held by that Department, or the Entrance Examination of any University, or of the Punjab University College.

The middle school examinations will be held yearly at fixed times and in as many localities as possible, of which due notice will be given by the Director of Public Instruction. It is not necessary that the candidates for examination should be or have been students at Government or aided schools, but persons not in Government schools presenting themselves for examination will be required to pay a fee of one rupee.

It is to be clearly understood that, though from the date above named no person will ordinarily be eligible for the appointments specified unless he can produce the requisite certificate, the grant of such certificate will give the holders no claim to such appointments, which will continue to be made, as at present, at the discretion and on the responsibility of those now entitled to make them, subject only to the proviso that the person appointed has obtained the prescribed standard of educational proficiency.

MIDDLE SCHOOL EXAMINATION.

1. *Urdu.*—Reading and Grammar; Composition on a simple subject, with which the student may be expected to be familiar; principal heads to be given.
 - Dictation.*—A passage of ordinary difficulty taken from any work not in the scheme of studies.
 2. *Persian.*—Grammar, translation from Urdu into Persian of a passage from an Urdu book not read in Government schools, and of sentences.
- Translation from Persian into Urdu of passages from books, not read in Government schools, of equal difficulty with the Anwar-i-Saheli and the Dewan-i-Sadi.

3. *Mathematics*.—Arithmetic—Vulgar and Decimal Fractions, Proportion, Practice, Interest, Discount, Profit and Loss.
 4. *Mathematics*.—Algebra, the four Simple Rules, Proportion, Simple Equation, Extraction of Square Root, Greatest Common Measure, Least Common Multiple.
 5. *Mathematics*.—Geometry, the first four books of Euclid, with easy deductions.
 6. *History*.—Waqiat-i-Hind.
 7. *Geography*.—General knowledge of Geography, more particularly knowledge of Geography of India.
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Circular No. 55—1845, dated 24th November 1874.

From Secretary to Government Panjab and its Dependencies, to all Commissioners and District Committees.

In continuation of Circular No. 51-1611 of the 12th October last, it is requested that the re-appropriation of their budget allotments by District Committees may be reported to the Accounts Departments through the Commissioner of the Division, in order that the check and audit of expenditure incurred by the Committees may not be in any way interfered with.

DEPARTMENT OF REVENUE, AGRICULTURE AND COMMERCE.

The 1st December 1874.

No. 1942.—*Notification.*—In supersession of all previous orders on the subject, the Honorable the Lieutenant-Governor has been pleased to direct the publication of the appended list of names of places in the Punjab and its Dependencies spelt according to the system authorized by the Government of India, and to desire that this spelling may be followed henceforth in all official correspondence.

By order, &c.,
T. H. THORNTON,
Secretary to Government, Punjab.

LIST SHEWING THE NATURAL DIVISIONS, NOTEWORTHY MOUNTAINS AND RIVERS, NATIVE STATES, AND THE PRINCIPAL TOWNS AND PLACES OF THE PUNJAB.

Names that have acquired fixed spelling.

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
پنجاب	Punjab.	Range of Mountains.
ہمالہ	Himalaya.	
سندھ دریا	Indus.	
جہلم دریا	Jhelum.	Rivers.
چناب دریا	Chenab.	
بیاس دریا	Beas.	
ستلج دریا	Sutlej.	
جمنا دریا	Jumna (Jamuna).	
لی	Leh.	In Ferozepore District.
جموں	Jummod.	
دہلی	Delhi.	
گورگانہ	Gurgaon.	
حصار	Hissar.	
سیرسا	Sirsa.	
سہانہو	Subáthu.	
لاہور	Lahore.	
مودکی	Moodkee.	
فیروز شاہ	Ferozshah.	In Ráwalpindi District.
میری	Murree.	
اتک	Attock.	In D. I. Khán District.
لیہ	Leiah.	
جلاں دھور	Jullundur.	
مولتان	Mooltan.	
میرانمیر	Meean Meer.	
انبالہ	Umballa.	
فیروز پور	Ferozepore.	
پہلو	Phillour.	
جٹوگ	Jutogh.	

*Natural Divisions and Noteworthy Mountains and Rivers
of the Punjab.*

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<p align="center"><i>Natural Divisions of the Country.</i></p>		
ذیوۃ جات	Deraját.	Country between the Suleman Range and the river Indus.
سندھ ساگر دوآب	Sindh Ságar Doáb.	Country between the Indus and Jhelum rivers.
چیم دوآب	Chaj Doáb.	Country between the Jhelum and Chenab rivers.
رچنا دوآب	Rachna Doáb.	Country between the Chenab and Ravi rivers.
باری دوآب	Bári Doáb.	Country between the Ravi and Beas rivers.
جالندھر دوآب	Jullundur Doáb.	Country between the Beas and Sutlej rivers.
ممالک ایں روس ستلج	Cis-Sutlej States.	Country between the Sutlej and Jumna rivers.
علاقہ دھلی	Delhi territory.	
<p align="center"><i>Mountains and Hills.</i></p>		
ننگا پربت	Nanga Parbat.	
پیر پنجال	Pír Panjál.	
کوہ سوالک	Siwálíks.	
چچالی پہاڑ	Chicháli Range.	
کوہ شیخ بدین	Shekh Budín.	
کافر کوت	Káfirkot.	
بلوٹ	Balút.	
سلسلہ کوہ سلیمان	Sulemán Range.	
سفید کوہ	Sufedkòh.	
اردلی پہاڑ	Arvali Range.	
<p align="center"><i>Rivers.</i></p>		
راوی	Ravi.	
جہلم	Jhelum.	
کابل	Kabul.	
سوات	Swat.	
کرّم	Kurram.	
مارکندہ	Márkanda.	
گھگر	Ghaggar.	
سوسنی	Sursati (Suraswati).	
سوان	Soán.	
نہیں سکھ	Nainsukh.	

Dependent and Feudatory Native States in the Punjab, and their principal Towns, &c.

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
ریاست کشمیر	Kashmir.	State.
سری نگر	Srinagar.	} In Jummoo and Kashmir State.
گیلگیت	Gilghit.	
گلمرگ	Gulmarg.	
لداخ	Ladakh.	
کشتوار	Kishtwár.	
پونچ	Punch.	} In Patiala State.
بہمبر	Bhimbar.	
ریاست پٹیالہ	Patiala.	
راجپورہ	Rájpura.	
بہدور	Bhadaur.	
نارنول	Nárnaul.	} In Jind State.
ریاست بہاولپور	Baháwalpur.	
ریاست جیند	Jínd.	
سنگور	Sangrúr.	
داری	Dádri.	
ریاست نابہ	Nábha.	State.
باوال	Báwal.	} In Nábha State.
کانتی	Kánti.	
ریاست کپور تھلہ	Kapurthala.	State.
پہگواڑہ	Phagwára.	In Kapurthala State.
ریاست مالیر کوتلہ	Máler Kotla.	State.
ریاست فرید کوت	Farídkot.	State.
کوت کپورہ	Kot Kapúra.	In Faridkot State.
ریاست چنبہ	Chamba.	State.
ریاست سکیت	Suket.	State.
ریاست کلسیہ	Kalsia.	State.
بسی	Basi.	} In Kalsia State.
چہچہرولی	Chachrauḷi.	
ریاست پٹودی	Pataudi.	State.
ریاست منڈی	Mandí.	State.
ریاست سرہور (ناہن)	Sirmúr (Náhan).	State.
ریاست کہلور (بلاس پور)	Kahlúr (Biláspur).	

*Dependent and Feudatory Native States in the Punjab, and their
principal Towns, &c.—(Concluded.)*

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
ریاست بشہو	Bashahr.	} State. In Bashahr State.
رامپور	Rámpur.	
چینی	Chini.	
ریاست ہندور (نالہ گڈہ)	Hindúr (Nálagarh).	State.
ریاست کہوٹہل	Keonthal.	State.
ریاست لوہارو	Loháru.	State.
ریاست دوچانہ	Dujána.	State.
ریاست بگہات	Baghát.	} Simla Hill States.
ریاست باگہل	Bághal.	
ریاست جہل	Jubbal.	
ریاست کھارمسین	Kumhársajín.	
ریاست بھجی	Bhajji.	
ریاست میلوگ	Mailog.	
ریاست بلسن	Balsan.	
ریاست دھامی	Dhámi.	
ریاست کوٹھار	Kuthár.	
ریاست کونھیار	Kunhiár.	
ریاست مانگل	Mángal.	
ریاست بیجا	Bíja.	
ریاست درکوتی	Darkuti.	
ریاست تروچ	Tároch.	
ریاست سانگری	Sángri.	
ریاست ریش	Ratesh.	

List of principal Towns and Places in the Punjab.

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
قسمت دہلی	ضلع دہلی	
DELHI DIVISION.	Delhi District.	
سونپی پٹ	Sonepat.	Chief towns.
فرید آباد	Farídabad.	
بلب گڑھ	Ballabgarh.	
نچلف گڑھ	Najafgarh.	
علی پور	Alipur.	Post offices besides those included in the above group.
لوسولی	Larsauli.	
مہراولی	Mahrauli.	
اوکھلا	Okhla.	
پہار گنج	Pahárganj.	
موندکا	Mundka.	
باد پور	Badarpur.	
رائی	Rai.	
مجبھاولی	Majhaoli.	
چھاوسہ	Chaesa.	
بسمت	Basant.	Police stations and police posts besides those included in the above groups.
تہار	Tihár.	
اند پٹ	Indarpat.	
فٹھ پور	Fatahpur.	
سنگر جنگ	Safdarjang.	
سہائی سیتارام	Sarai Sítarám.	
سیکری	Sikri.	
کشن داس کا تالو	Kishandás-ka-Talao.	
پل بدھیا	Pulbudhia.	
مہلدار خان	Mahldár Khan.	
مقبورہ پیک	Maḡbarah Paik.	
سنگھولہ	Sanghola.	
دھوج	Dhoj.	
کماشپور	Kimáshpur.	
مورتل	Múrtal.	
گگھی کلا	Garhi Kalla.	
پالی	Páli.	
ناتھ پور	Náthupur.	
بارکی چاکی	Bar-kí-Chauki.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
ضلع گurgaon <i>Gurgaon District.</i>		
ریواری	Rewári.	Chief towns.
پلوال	Palwal.	
فروخ نگر	Farukhnagar.	
فیروز پور	Firozpur.	
سہنہ	Sohna.	
ہودل	Hodal.	
بادشاہ پور	Bádshahpur.	Post offices besides those included in the above group.
نوح	Nuh.	
بہروزہ	Bahora.	
گوریا نی	Guriáni.	
حسن پور	Hasanpur.	
ہٹین	Hattín.	
نگینہ	Nagína.	
شاہجہان پور	Shahjahánpur.	
پوناہ نہ	Punahána.	
جاتوسانہ	Játusána.	
تاورو	Tauru.	Police stations and police posts besides those included in the above groups.
کھول	Khol.	
کھوہڑی	Khohri.	
دھاروہیرہ	Dhárúhera.	
پیرتھلہ	Pirthala.	
بیکھور	Bichor.	
جورڑی	Jauri.	
ہارکا	Hárka.	
جانت	Jánt.	
سیکندری پور	Sikandarpur.	
کوندل	Kúndal.	
کیروری	Kirúri.	
دھانواہ	Dhánawás.	
بگھولا	Bighola.	
نگلی	Nagli.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Gurgaon District—concluded.</i>		
غنايت پور	Ináyatpur.	Customs stations besides Palwal and Hodal, included in first group.
گوراوڑہ	Goraora.	
گدھی ہارسرو	Garhi Harsaru.	
بہوندی سی	Bhúndsi.	
سیلانی	Siláni.	
ضلع کرنال		
<i>Karnál District.</i>		
کرنال	Karnál.	Chief towns.
پانی پت	Pánipat.	
کیتھل	Kaithal.	
سیوان	Sewan.	
کچھن پورہ	Kunjpura.	
ارنولی	Arnauli.	
سدھوال	Sidhwál.	
بتانہ	Batána.	
گھراؤنڈہ	Gharaunda.	
اندری	Indri.	
نولتھہ	Naultha.	Post offices besides those included in the above group.
پوندری	Púndri.	
آلپور	Allupur.	
سنبھالکھا	Sanbhálkha.	Police stations and police posts besides those included in the above groups.
نيسنگ	Naisang.	
اسنڈہ	Asandh.	
راجاؤنڈ	Rájaund.	
گوہلا	Gohela.	
بڈھلاڈا	Búdhláda.	
سامانا	Samána.	
تکھانا	Tikhána.	
شیامگارہ	Shíámgarh.	
اوچانہ	Uchána.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Karnál District—concluded.</i>		
میران گہاٹی	Mírán Gháti.	} Police stations and police posts concluded.
پل بادشاہی	Pul Bádshahi.	
چہیل	Jhíl.	
بڑاؤلی	Barauli.	
سیواہ	Sewa.	
کرہنس	Karhans.	
کلیانہ	Kaliána.	
مچھراؤلی	Machrauli.	
قسمت حصار	ضلع حصار	
HISSAR DIVISION.	<i>Hissar District.</i>	
بھیوانی	Bhiwáni.	} Chief towns.
ہانسی	Hánsi.	
بال سمنڈ	Bálsamanḍ.	} Post offices besides those included in the above group.
فتح آباد	Fatahabad.	
سیوانی	Sewáni.	
توشام	Toshám.	
توہانہ	Tohána.	} Police stations and police posts besides those included in the above groups.
رتیا	Rattia.	
بروالہ	Barwála.	
کیرو	Kairu.	
بھل	Bhal.	
اگر وہہ	Agroha.	
باس	Bás.	
کھوت	Khot.	
باجینہ	Bājina.	
سونگر پور	Sungarpur.	
راڈھا	Raudha.	
باملا	Bámḷa.	
دیناؤں	Denaud.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Hissár District—concluded.</i>		
بھٹو	Bhattu.	Customs stations beside Haysi, included in the first group.
لادی	Ládwí.	
کوری	Kúri.	
مندال	Mundáhal.	
پسانہ	Basána.	
<i>ضلع روہتک</i>		
<i>Rohtak District.</i>		
روہتک	Rohtak.	Chief towns.
جھجڑ	Jhajjar.	
بری	Beri.	
ماجڑہ	Májra.	
گوہانہ	Gohána.	
مہم	Mahm.	
بہادر گڑھ	Bahádurgarh.	
کلانور	Kalánaur.	
بوتانہ	Butána.	
بارودہ	Baroda.	
سانگھی	Sánghi.	Post offices besides those included in the above group.
مندلانہ	Mundlána.	
سیسانہ	Sisána.	
بادلی	Bádli.	
براہی	Baráhi.	
کھربودا	Kharkhauda.	
سالہاواس	Sálháwás.	
سانپلا	Sánpla.	
سوانامال	Sawánámál.	
لاکھن ماجڑہ	Lákhañmájra.	Police stations and police posts besides those included in the above groups.
پرنالہ	Parnála.	
چاہ سیکندر	Cháh Sikandar.	
جاکھوڈہ	Jákhauda.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Rohtak District—concluded.</i>		
مانڈوڑی	Māṇḍaṭhi.	} Police stations and police posts concluded.
گاندھڑہ	Gāndhra.	
کھارور	Kulhāwar.	
بوہڑ	Bohar.	
مدانہ	Madāna.	
دولہڑہ	Dolhra.	
دوبلدھن	Dobaldhan.	
لاہلی	Lāhli.	
کھیری	Kheri.	
کھڑک	Khark.	
بہیموالہ	Bhīm-wāla.	} Customs stations besides Beri, Jhajjar and Pāli, included in the above groups.
بہالی	Bahāli.	
آنول	A'nwal.	
بسانہ	Basāna.	
ضلع سرسہ		
<i>Sirsa District.</i>		
فاضلکا	Fāzilka.	} Chief town.
ایلن آباد	Ellenabad.	
رانیا	Rānia.	} Post offices besides Fāzilka.
روری	Rori.	
دبوالی	Dabwāli.	} Police stations and police posts besides those included above.
ابوہڑ	Abohar.	
ملہوت	Malaut.	
چوتالہ	Chautāla.	
نرہل	Narel.	
عثمان کھیرہ	Usmānkherrā.	
جامال	Jamāl.	
ارنیوالہ	Arniwāla.	
سوہوالہ	Sohuwāla.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Sirsa District—concluded.</i>		
لمبی	Lambi.	Customs stations besides Fázilka, Dabwáli, Arniwála, Malaut and Soluwala, included in the above groups.
اودھان	Awadhán.	
دربی	Darbi.	
جودھکا	Jodhka.	
قسمت انبالہ	ضلع انبالہ	
UMBALLA DIVISION.		<i>Umballa District.</i>
شاہ آباد	Shahabad.	Chief towns.
جگادھری	Jagádhri.	
سادھورہ	Sádhaura.	
رُپڑ	Rúpar.	
بوریہ	Búriya.	
تھانیسار	Thánesar.	
منی ماچرہ	Manimájra.	
لادوا	Ládwa.	
پہیوہ	Pihewa.	
چپڑ	Chappar.	
بارارا	Barára.	Post offices besides those included in the above group.
کھارار	Kharar.	
کوالی	Kuráli.	
مانولی	Manauli.	
ملانہ	Mulána.	
مورندہ	Morinda.	
نرائن گڑھ	Naraingarh.	
پیپلی	Pípñ.	
راداؤر	Radaur.	
روڑی	Rori.	
شاہزادپور	Shahzádpur.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Umballa District—continued.</i>		
چنڈی گڑھ	Chandigarh.	Police stations and police posts besides those included in the above groups.
بلاسپور	Biláspur.	
چمکور	Chamkor.	
راپور	Raepur.	
سنگھور	Sanghaur	
مورنی	Morni.	
پتوی	Patwi.	
گھگر	Ghaggar	
دھول کوت	Dhúlkot.	
شاہپور	Shahpur.	
چروڑی	Jarbari.	
کھوڈہ	Khoda.	
مہیشپور	Maheshpur.	
خانپور	Khánpur.	
مبارکپور	Mubárapur.	
اکبرپور	Akbarpur.	Other important places.
بکھنہری	Bukanheri.	
تیورا	Teora.	
دھانتوری	Dhantauri.	
گڑھی کوتاہا	Garhikotaha.	
گھناولی	Ghanauli.	
بنگا	Bunga.	
کندھاولہ	Kandhaura.	
سوهاٹہ	Sohána.	
ماناکماجرا	Mánakmájra.	
چونی مچلی بھری	Chuni Machli Bhareli.	
پہاٹ	Pabhát.	
مالوہا	Maloha.	
رامگڑہ	Rámgarh.	
کھرینڈوا	Kharíndwa.	
کوٹلہ نہنگ	Kotla Nihang.	
ٹھول	Thol.	
ٹھنگور	Thangor.	
مصطفی آباد	Mustafabad.	
لیدہ	Leda.	

List of principal Towns and Places—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Umballa District—concluded.</i>		
دیالگڑہ	Diālgarh.	} Other important places concluded.
پورکھالی	Purkhāli.	
میانپور	Miānpur.	
سکندریہ	Sikandra.	
دھین	Dhīn.	
سیالبا	Siālba.	
ضلع لودھیانہ		
<i>Ludhiāna District.</i>		
لودھیانہ	Ludhiāna.	} Chief towns.
رایکوٹ	Raekot.	
جگراون	Jagraon.	
ماچی وارہ	Māchiwāra.	
دھلون	Dehlon.	} Post offices besides those included in the above group.
کھنہ	Khanna.	
رامگڑہ	Rāmgarh.	
سانہ وال	Sānahwāl.	
سمرائہ	Samrāla.	
تلوانڈی	Talwāndi.	
بھٹیان	Bhattiān.	
دھنداری	Dhindāri.	
پوہ	Pawa.	
وڑیہ والی	Wazīrawāli.	
دوراہا	Dorāha.	} Police stations and police posts besides those included in the above groups.
تھہ منڈالہ	Theh Mandāla.	
گگرماجڑہ	Gaggar Mājra.	
الور	Allaur.	
میجر والی	Mejarwāli.	
بادوال	Badowāl.	
پنوہر	Panohar.	
ڈاکھا	Dākha.	
مورکرمیان	Morkarimān.	
مان	Mān.	
علی گڑہ	Aligarh.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Ludhiána District—concluded.</i>		
غالب	Ghálīb.	} Other important places.
كوھارہ	Kohára.	
علي وال	Aliwál.	
را-پور	Rámpur.	
ملوڈہ	Malaudh.	
برہ	Ber.	
باگڑیان	Bágarián.	
لدھران	Ladhrán.	
بھری	Bharī.	
ضلع سملہ		
<i>Simla District.</i>		
سملہ	Simla.	} Chief towns.
کسولی	Kasauli.	
کالکا	Kalka.	
دگشائی	Dagshai.	
کوٹ گڈہ	Kotgarh.	} Police stations and police posts besides those included in the above group.
چھوٹا سملہ	Chota Simla.	
بالوگنج	Boileauganj.	
ککڑھٹی	Kakkarhatti.	
مہاسو	Mahásu.	} Other important places.
کوٹ کھائی	Kot Khái.	
سناور	Sanáwar.	
قسمت چالندہ		
ضلع جالندہ		
<i>Jullundur Division Jullundur District.</i>		
راہون	Ráhon.	} Chief towns.
کرتارپور	Kartárpur.	
ناکودر	Nakodar.	
بستی شیکھ	Basti Shekh.	
نورمحل	Núrmahal.	
بیلگا	Bilga.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
Jullundur District—concluded.		
چندیالہ	Jandiála.	Chief towns concluded.
ماہت پور	Mahatpur.	
مالسیان	Malsián.	
رورکھ ٹالان	Rurka Ralán.	
علاؤالپور	Aláwalpur.	Post offices besides those included in the above group.
آدم پور	A'dampur.	
بنگہ	Banga.	
نواشہر	Nawashahr.	
شاہکوت	Shahkot.	Police stations and police posts besides those included in the above groups.
قطبی وال	Kutbiwál.	
گوہاؤر	Goháwar.	
اتاری	Atári.	
مقصودان	Maksudán.	
لیدھران	Lidhrán.	
دوکڑھ	Dokóhā.	
ضلع ہوشیارپور Hoshiárpur District.		
ہوشیارپور	Hoshiárpur.	Chief towns.
اورمر	Urmár.	
ہریانہ	Hariána.	
میانی	Miáni.	
آنندپور	Anandpur.	
گڑھشنگر	Garhshankar.	
ٹاندا	Tánda.	
دسویہ	Dasúya.	
مکھرنی	Mukerián.	Post offices besides those included in the above group.
اونا	Una.	
گڑھدیوالہ	Garhdiwála.	
بالاچور	Baláchor.	
ہاجی پور	Hájipur.	
ماہلپور	Máhilpur.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS
<i>Hoshiárpur District—concluded.</i>		
نورپور	Núrpur.	} Police stations and police posts besides those included in the above groups.
مہارکپور	Mubárákpur.	
پاروائیں	Parwain.	
گگریٹ	Gagret.	
اچنت پورنی	Achintpurni.	} Place of Hindu pilgrimages.
ضلع کانگرا		
<i>Kángra District.</i>		
کانگرا	Kángra.	} Chief towns.
نورپور	Núrpur.	
حوالامکھی	Jawálamukhi.	
دھرم سالہ	Dharmśála.	
سلطان پور	Sultánpur.	
پالام پور	Pálampur.	} Post offices besides those included in the above group.
بوارنا	Bawárna.	
بایجناتھ	Baijnáth.	
ڈیرہ گوبیپوری	Dera Gopipur.	
ہری پور	Haripur.	
کوٹلا	Kotla.	} Police stations and police posts besides those included in the above groups.
سجانبور تیرہ	Sujánpur Tíra.	
ہمیر پور	Hamirpur.	
بارسار	Barsar.	
پلاچ (علاقہ کلا)	Plách (in Kullu).	
سوراروان	Sorarwán.	} Other important places.
رائی تال	Ránitál.	
شاہ پور	Shahpur.	
بھاگسو	Bhágso.	
ترولوکناٹھ	Triloknáth.	
منیکی کون	Manikarn.	} Other important places.
ڈانکار (علاقہ سپٹی)	Dankar (in Spiti).	
لنگتی (علاقہ لالہ)	Lingti (in Láhul).	
ناداؤن	Nádaun.	
سبہا	Síba.	
لنہ گراؤن	Lambagraon.	} Other important places.
گولہر	Goler.	
کٹلہر	Kutlehr.	
لالہ	Láhul.	
کیلانگ	Kailáng.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
قسمت امرتسر	ضلع امرتسر	
AMRITSAR DIVISION. , <i>Amritsar District.</i>		
امرتسر	Amritsar.	Chief towns.
جندیالہ	Jandiálah.	
مجاٹھا	Majítha.	
رامداس	Rámdás.	
بوندیالہ	Bundála.	
تارن تارن	Tarn Taran.	
اجنالا	Ajnála.	
ویرووال	Vairowál.	
چمیارہ	Chamyári.	
چبھل	Chabhal.	Post offices besides those included in the above group.
دھرم کوت	Dharmkot.	
کتھوننگل	Kathunangal.	
لوپوکہ	Lopoke.	
ناوشہرا	Naushahra.	
راجا سانسہ	Rájasánsi.	
سرائے امانت خان	Sarai Amánat Khan.	
سارھالی	Sarháli.	
اتاری	Atári.	Police stations and police posts besides those included in the above groups.
وازیر بھلار	Wazír Bhullar.	
گہرندہ	Gharenda.	
چاہ گنجپری	Ohákanjri.	
کاہنگرہ	Káhngarh.	
کٹھانیان	Kathánián.	
سید محمود	Said Mahmúd.	
سلطان وردہ	Šultánwind.	
بیگہ وال	Begewál.	Railway station besides others included in the above groups.
مالیان	Malián.	
گوہند گڑھ	Govindgarh.	
موچل	Mochal.	
فٹووال	Fattováíl.	
چمپہ والی	Chápewáli.	
کھسا	Khasa.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
ضلع گورداسپور <i>Gurdáspur District.</i>		
گورداسپور	Gurdáspur.	Chief towns.
باتالہ	Batála.	
دینانگر	Dínanagar.	
دیرہ نانک	Dera Nának.	
سری گوبند پور	Srígovindpur.	
کلانور	Kalánaur.	
سوجان پور	Sujánpur.	
دلہوڑی	Dalhousie.	
پتھان کوت	Patháńkot.	
مادھ پور	Mádhopur.	
بہرام پور	Bakrámpur.	Post offices besides those included in the above group.
بکلوہ	Bakloh.	
چھمال	Chamál.	
دودہ	Doda.	
دورانگلہ	Dorángla.	
فتح گڑھ	Fatahgarh.	
گھروڑتہ	Gharúta.	
کادیان	Kádiáń.	
کاھنوبوان	Káhnúwán.	
ناین کوت	Naina Kót.	Police stations and police posts besides those included in the above groups.
ناروت	Narot.	
رانیا	Rania.	
شاہ پور	Shahpur.	
شک گڑھ	Shakargarh.	
وڈالہ	Vadála.	
سکھوچک	Sukhuchak.	
پرموانند	Parwánand.	
شاہ غریب	Shahgharib.	
ڈونیرا	Dunerá.	
موندیکھل	Mundikhel.	
بدھپی پور	Bidhipur.	
ناوشہرا	Naushahra.	
گلاں والی	Gillánwáli.	
سارنا	Sarna.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Gurdáspur District—concluded.</i>		
جھنڈا	Jhandā.	} Police stations and police posts concluded.
چھاگلہ لہڑی	Chákholáhri.	
مومن	Moman.	
دھار	Dhár.	
تیمون	Timmon.	
ضلع سیالکوٹ		
<i>Siálkot District.</i>		
سیالکوٹ	Siálkot.	} Chief towns.
پسرور	Pasrúr.	
ظفروال	Zafarwál.	
قلعہ سو بہا سنگہ	Kila Sobha Singh.	
چونڈہ	Chawinda.	}
نارووال	Nárowál.	
دسکھ	Daska.	
بجوات	Bajwát.	
دھرم کوٹ	Dharmkot.	}
جامکی	Jámki.	
کوٹلی لوہاران	Kotli Loharán.	
کالالوالہ	Kalálwála.	
میانی	Miáni.	} Post offices besides those included in the above group.
پھلورا	Phillora.	
پھوکلیان	Phukalián.	
رایہ	Raya.	
سمبریاں	Sambriál.	}
ستراہ	Satráh.	
کلووال	Kullowál.	
بھالووالی	Bhallowáli.	
چپرار	Cháprár.	} Police stations and police posts besides those included in the above groups.
گھونیکہ	Ghuíṣki.	
بڈیانہ	Bádiána.	
تتلی	Tatli.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English	REMARKS.
قسمت لاہور	Lahore Division.	ضلع لاہور
قصور	Kasúr.	
مڑنگ	Muzang.	
چونیان	Chunián.	
پٹی	Patti.	Chief towns.
کھم کرن	Khem Karn.	
اچہرہ	Ichra.	
شاہدرہ	Shahdara.	
چونگ	Chung.	
بہائی پھرو	Bháí Pheru.	
کانہ کچہہ	Kána Kácha.	
کنگن پور	Kanganpur.	
مانگتاں والہ	Mángtánwála.	Post offices besides those included in the above group.
مہانوان	Muránwán.	
میریدکی	Murídke.	
نولکھا	Naulakha.	
سرائے مغل	Sarai Mughal.	
شرکپور	Sharakpur.	
ولتوہا	Valtoha.	
لیانی	Luliáni.	
رایونڈ	Ráewind.	
گندا سنگھ والہ	Ganda Singhwála.	
کھودیان	Khudián.	
ننکانہ	Nankána.	
ہریکے	Harike.	
ہانجر وال	Hanjarwál.	Police stations and police posts besides those included in the above groups.
ہلہ	Halla.	
وان رادھارام	Wán Rádharám.	
چھانگہ مانگہ	Chánga Mángá.	
امرسدھو	Amarsidhu.	
اصل	A'sal.	
بھلو	Bhallo.	
مان	Mán.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Lahore District—concluded.</i>		
گلابی باغ	Gulābibāgh.	Police stations and police posts concluded.
دیوی پورہ	Devipura.	
ہاندو گجڑ	Hándugujjar.	
دوگرا	Dogra.	
دیال	Diál.	
واگہ	Wágha.	
فیروزہ	Firoz.	
درگاہی گل	Dargáhigil.	
کالہ شاہ کاکو	Kála Shahkáku.	
چانہ نو	Cháh Nau.	
ننگل	Nangal.	
کھوری	Khori.	
برکی	Barki.	
جالو	Jallo.	
بھدرکالی	Bhaddarkáli.	
باغبان پورہ	Bághbānpura.	
رام تھمن	Rám Thamman.	
ضلع گوجرانوالہ		
<i>Gujránwála District.</i>		
گوجرانوالہ	Gujránwála.	Chief towns.
وزیر آباد	Wazirabad.	
رام نگر	Rámnagar.	
امین آباد	Eminabad.	
اکال گڑھ	Akálgarh.	
حافظ آباد	Háfizabad.	
شیخوپورہ	Shekhupura.	
بوتالہ	Butála.	
بدوکی	Baddoke.	
گھکھر	Ghakkhar.	
کامونکی	Kámonké.	
خانگاہ دوغان	Khángah Dográn.	
قلعہ دیدار سنگھ	Kila Didár Singh.	
پنڈی بھٹیان	Pindi Bhātían.	
سودرا	Sohdra.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Gujránwála District—concluded.</i>		
شمر	Shamír.	Police stations and police posts besides those included in the above groups.
ونیکے	Vanike.	
سوکھے کے	Sukheke.	
چوہڑکانہ	Chuharkāna.	
نوشہرہ	Naushahra.	
ننگل دنا سنگھ	Nangal Dunna Singh.	
مانانوالہ	Mánánwála.	
ساہدو کے	Sáhdoke.	
منہیس	Manhes.	
کاموکی	Kámoke.	
کھوٹہ	Khoth.	
آٹاوا	Atáwa.	
ڈھلانوالی	Dhillánwáli.	
کنگنی والہ	Kangniwála.	
لوہیانوالہ	Lohiánwála.	
تلوانڈی	Talwandi.	
سرانوالی	Siránwáli	Place of a Muhammadan fair.
اوجلا	Aujla.	
کوٹ خیزی	Koṭ Khizri.	
ابرووالہ	Abruwála.	
جالپور	Jalálpur.	
چک بٹھی	Chak Bhatti.	
جندیالہ شیر خان	Jandiála Sher Khán.	
گوندلانوالہ	Gondlánwála.	
قلعہ میہان سنگھ	Kila Mihán Singh.	
دھونکال	Dhaunkal	

ضلع فیروزپور

*Ferozepore District.*دھرم کوٹ
مکسارDharmkot.
Muktsar.

Chief towns.

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Ferozepore District—concluded.</i>		
زیرہ	Zíra.	Chief towns concluded.
ممدوت	Mamdot.	
باگھا پورانہ	Bággha parána.	Post offices besides those included in the above group.
گھل	Ghal.	
موجا	Moga.	
موہنکا	Mohanka.	
نٹھانہ	Nathána.	Police stations and police posts besides those included in the above groups.
مکھو	Makhu.	
کوت بھائی	Kot Bhai.	
بگھکی	Bagheki.	
ملائوالہ	Mallánwála.	
نہال سنگھوالہ	Nihál Singhwála.	
کل گھری	Kulghari.	
لالہ	Lalla.	
داراپور	Dárapur.	
بوگھی پورہ	Bughipura.	
دگرہ	Dagru.	
کلی	Killi.	
پیارانہ	Piárána.	
تلوانڈی	Talwandi.	
جوغی والہ	Jogewála.	
مہنا	Mahna.	
گھل خور	Ghal khurd.	

قسمت راولپنڈی

ضلع راولپنڈی

RAWALPINDI DIVISION

Ráwalpindí District.

راولپنڈی	Ráwalpindi.	Chief towns.
پنڈی گھب	Pindigheb.	
حضرہ	Hazro.	
حسن ابدال	Hasan Abdál.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Rawalpindi District—continued.</i>		
چاونترہ	Chauntra.	Post offices besides those included in the above group.
فتح چنگ	Fatahjang.	
گوجرخان	Gujar Khan.	
جانی	Jāni.	
کھوتہ	Kahuta.	
کوت فتح خان	Kot Fatah Khan.	
کلو	Kallar.	
مکھڑ	Makhad.	
مندرا	Mandra.	
سیدان باولی	Saidan Baoli.	
تربت	Tret.	
ریوات	Riwāt.	
پند سلطان	Pind Sultāni.	
سنگ جانی	Sangjāni.	
نرائی	Narāi.	
بھاراکو	Bhārakau.	
دیوال	Dewāl.	
کوتلی	Kotli.	
کرور	Karor.	
بگہام	Baghām.	
جند	Jand.	Police stations and police posts besides those included in the above groups.
ہارون	Hārūn.	
میسہ داہرا	Missadāera.	
چہاری	Chihāri.	
بنتیلیان	Banteliān.	
کھڑتانا	Khurtāna.	
لارینس پور	Lawrencepur.	
کمپبل پور	Campbellpur.	
سوان	Soān.	
چوہار	Chūhar.	
چہلوچنگی	Cheløjhangī.	
تارنول	Tarnaul.	
مراگلا	Mārgalla.	
سرای کالہ	Sarai Kāla.	
باولی لوسر	Baoli Losar.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
Ráwalpindi District—concluded.		
وہ	Wáh.	} Police stations and police posts concluded.
چبلاٹ	Chablát.	
فتح اللہ	Fatahulla.	
ہارو	Haro.	
میرا	Maira.	
سیدان	Saidan.	
باولی سفید	Baoli sufed.	
گونڈل	Gondal.	
جبار	Jabbar.	
سیلا	Síla.	
چھوئی	Choi.	
چوکی جدید	Chauki jádíd.	
لمی ڈھن	Lammi Dhan.	
کھیرا	Kheora.	
حاجی شاہ	Háji Shah.	
لالہ بان	Láluban.	
ضلع جہلم		
Jhelum District.		
پند داد خان	Pind Dádan Khán.	} Chief towns.
چکوال	Chakwál.	
لاوا	Láwa.	
تلا گنگ	Talagang.	} Post offices besides those included in the above group.
چوہا سیدان شاہ	Choya Saidan Shah.	
دینا	Dína.	
دہوال	Dahwál.	
ہرانپور	Haranpur.	
جلالپور	Jalálpur.	
کھیرا	Khewra.	
کالر کھار	Kallar kahár.	
سوهاوا	Soháwa.	

List of principal Towns and Places.—(Continued).

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Shelum District—concluded.</i>		
دومیلی	Domeli.	Police stations and police posts besides those included in the above groups.
ٹمن	Tamman.	
دومن	Dúman.	
احمد آباد	Ahmadabad.	
نیلا	Nila.	
راتھیان	Ráthián.	Police stations and police posts besides those included in the above groups.
بورہ جنگل	Búra jangal.	
رتیال	Ratiál.	
چکڑھا	Chakoha.	
دھوک موچیائی	Dhok Mochián.	
پند متی خان	Pind Matte Khan.	Customs station.
شاہ محمد والی	Shah Muhammad Wáli.	
روتاس	Rotás.	
کٹاس	Katás.	A famous old fort. Place of Hindu pilgrimage.
ضلع گجرات	Gujrát District.	
گجرات	Gujrát.	Chief towns.
جالپور	Jalálpur.	
کنجواہ	Kunjáh.	
ڈنگہ	Dinga.	
قادر آباد	Kádirabad.	
کریانوالہ	Kariánwála.	Post offices besides those included in the above group.
کٹھالہ	Kathála.	
کوٹہ ہلال شہید خان	Kuthiála Shelián.	
لالہ مرسی	Lála Músa.	
نورنگ آباد	Naurangabad.	
پاھریانوالی	Páhríánwáli.	
پہالہ	Phália.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	*Spelling adopted in English.	REMARKS.
کھاریان	Khárián.	} Police stations and police posts besides those included in the above groups.
کالرا	Kálra.	
ڈھرو گنہ	Dheru Gunna.	
خونی چک	Khúni chak.	
پنجان	Panjan.	
جندانوالہ	Jandánwála.	
بنہی	Banhi.	
پبھی	Pabbi.	
کریالہ	Karyála.	
اورنگ آباد	Aurangabad.	

ضلع شہار پور

Shahpur District.

شاہ پور	Shahpur.	} Chief towns.
بھرا	Bhera.	
ساہی وال	Sáhiwál.	
خوشاب	Khusháb.	} Post offices besides those included in the above group.
میانی	Miáni.	
مٹھا تیوانہ	Mitha Tiwána.	
سکسار	Sakesar.	
کوت مومن	Kot Moman.	} Police stations and police posts besides those included in the above groups.
نوشہرا	Naushahra.	
میانا گوندل	Miána Gondal.	
بھاگتانوالہ	Bhág tánwála.	
چک رامداس	Chak Rám dás.	} Police stations and police posts besides those included in the above groups.
جھاوریان	Jháwarián.	
کوپل	Kupl.	
مٹھالک	Mithalak.	
نور پور	Núrpur.	} Police stations and police posts besides those included in the above groups.
میدھ	Midh.	
ڈھریما	Dharema.	
لکسمن	Laksín.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
قسمت ملتان	ضلع ملتان	
MOOLTAN DIVISION.	Mooltan District.	
شجاع آباد	Shujabād.	} Chief towns.
کھرور	Kahrōr.	
آدم واهن	Adamwāhan.	
کلوالہ	Kalluwāla.	
لودھراں	Lodhrān.	} Post offices besides those included in the above group.
لڈن	Luddan.	
میلہ سی	Mailsi.	
سرایہ سدھو	Sarai Sidhu.	
تلنڈہ	Talamba.	
جلالپور	Jalālpur.	
مٹرو	Mitru.	
شیر شاہ	Sher Shah.	
گاوین	Gāwen.	
شیہنی	Shīhni.	
قویشی والہ	Kuraishiwāla.	} Police stations and police posts besides those included in the above groups.
علیوالہ	Aliwāla.	
بستی ملوک	Basti Malūk.	
دنیا پور	Dunyapur.	
سور	Soru.	
نواب پور	Nawābpur.	
پکھی مین	Pakhi Mīn.	
مٹی تال	Mattitāl.	
فاضل شاہ	Fāzil Shah.	
آدھی باغ	Adhi Bāgh.	
لار	Lār.	
فرید کوت	Farīdkot.	
مخدوم رشید	Makhdúm Rashíd.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu	Spelling adopted in English.	REMARKS.
<i>Mooltan District—concluded.</i>		
تیبہ	Tibba.	} Police stations and police posts concluded.
رانوان	Ránwán.	
مخدوم پور	Makhdúmpur.	
پنجکولا	Panjkola.	
کبیر والا	Kabírwála.	
پیر محل	Pír mahal.	}
نارول	Narol.	
راجگھاٹ	Rájghát.	
تاتی پور	Tátipur.	}
کھانی وال	Khánewál.	
کچا کھوہ	Kacha khúh.	}
چنؤ	Channu.	
کیکری	Kíkri.	} Customs stations besides Kalluwála and Jalálpur, included in the above groups.
کرم پور	Karpur.	
ضلع جھنگ	<i>Jhang District.</i>	
جھنگ	Jhang.	} Chief towns.
چنیوٹ	Chiniót.	
مگھیانہ	Maghiána.	}
قادر پور	Kádirpur.	
شورکوٹ	Shorkot.	} Post offices besides those included in the above group.
اتھارن ہزاری	Atháránhazári.	
بھوانہ	Bhawána.	}
گھپنی	Ghapni.	
کھوراریان والا	Khorariánwála.	
لالیان	Lálián.	} Police stations and police posts besides those included in the above groups.
ماسن	Massán.	
گڑھ مہاراجہ	Garh Mahárája.	
سامندری	Samundri.	}
احمد پور	Ahmadpur.	
نلیرا	Nalera.	
بورالا	Borála.	
بگھڑی	Baghri.	
رانوالی	Roránwáli.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Jhang District—Concluded.</i>		
کھیوا	Khiya.	} Police stations and police posts concluded.
بخاری	Bukhāfi.	
شیخان	Shekhāfi.	
قائم	Káim.	
چونڈی	Chúnd.	
کوت عیسیٰ شاہ	Kot Isa Shah.	
توبہ ٹیک سنگھ	Toba Tek Singh.	
دیکھوت	Dichkot.	
کاندیوال	Kándiwál.	
شاہکوت	Shahkot.	
راو خان والہ	Raokhanwála.	
لودھراوالہ	Lodhrawála.	
پدروانہ	Peruána.	
	Barána.	
<i>ضلع منٹگمری</i> <i>Montgomery District.</i>		
منٹگمری	Montgomery.	} Chief towns.
گوگیرا	Gugera.	
پاک پٹن	Pákpattan.	
کمالیہ	Kamália.	
دپالپور	Dipálpur.	
حجڑہ	Hujra.	} Post offices besides those included in the above group.
چھیچھو وطنی	Chíchawátni.	
فتھ پور	Fatahpur.	
ہاولی	Haveli.	
سیدوالہ	Sayadwála.	
تیبی	Tibbi.	} Police stations and police posts besides those included in the above groups.
چوچک	Chochak.	
ہرپہ	Harappa.	
بوچے کے	Bucheke.	
باہلک	Báhlak.	
کلیانوالہ	Killíanwála.	}
اٹاری	Atári.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Montgomery District—concluded.</i>		
کوڑے شاہ	Kaure Shah.	Police stations and police posts concluded.
جملیرہ	Jamlera.	
شیخ فاضل	Shekh Fázil.	
دھولاڑ	Dhaura.	
کبیرو	Kabír.	
سنگھڑہ	Satghara.	Customs station besides Pakpattan and Jamlera.
مہارادوال	Muháránwála.	
میراک	Mírak.	
دوبرجی	Doburji.	
راجانہ	Rajāna.	
اوکارہ	Okára.	
شہامد	Shahámad.	
ضلع مظفرگڑہ		
<i>Muzaffargarh District.</i>		
مظفرگڑہ	Muzaffargarh.	Chief towns.
پوتھار	Parhár.	
کوراہی	Kuraishi.	
علی پور	Alípar.	Post offices besides those included in the above group.
دائرہ دین پناہ	Daera Dínpanáh.	
جٹوئی	Jatoi.	
خانگڑہ	Khangarh.	
خیرپور	Khairpur.	
کوت ادو	Kot Adu.	Police stations and police posts besides those included in the above groups.
سیپور	Sípur.	
رنگ پور	Rangpur.	
کینچو	Kínjar.	
سنانوان	Sinánwán.	
روہلانوالی	Rohilánwáli.	Customs station.
شہر سلطان	Shahr Sultán	
محمود کٹ	Mahmúd Kot.	
موندہ	Múnda.	
ڈھاکا	Dháka.	
سامتی	Sánati.	
لنگر سرائے	Langar Sarai.	
پھلان	Phulan.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
قسمت ڈیرہ جات	ضلع ڈیرہ اسماعیل خان	
DERAJAT	Dera Ismail Khan District.	
ڈیرہ اسماعیل خان	Dera Ismail Khan.	Chief towns.
کلاچی	Kuláchi.	
ٹکوارہ	Takwára.	
کارور	Karor.	
بھکر	Bhakkar.	
پنیاالا	Paniála.	Post offices besides those included in the above group.
ٹانک	Tánk.	
ڈیرہ فتنہ خان	Dera Fatah Khan.	
دارابن	Darában.	
پہاڑپور	Pahárpur.	
چودھوان	Chaudhwán.	Police stations and police posts besides those included in the above groups.
جالووالی	Jalowáli.	
میران	Míran.	
مہبال	Mahbal.	
منکیرا	Mankëra.	
چونڈا	Chunda.	Customs station besides Leiah and Bhakkar.
کوت زاف خان	Kot Zafat Khan.	
لونی	Luni.	
ویہوا	Vihoa.	
انگرا	Angra.	
جندانوالہ	Jandánwála.	Frontier military posts besides Chaudhwán and Luni, included in police stations.
حیدرآباد	Haidarabad.	
چوہارا	Chaubára.	
کوت سلطان	Kot Sultán.	
کلورکوت	Kallúrkot.	
گرنی	Girni	Frontier military posts besides Chaudhwán and Luni, included in police stations.
بسن دہرا	Baín darra.	
اما خیل	Ama Khel.	
ملا زئی	Mullazai.	
کوت نصران	Kot Nasrán.	
کوت خیرگی	Kot Khirgi.	

List of principal Towns and Places. — (Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Dera Ismail Khan District—concluded.</i>		
تٹور	Tittor.	Frontier military posts concluded.
دبراہ	Dabra.	
جٹا	Jatta.	
مانجھی	Mánjhi.	
مورتھی	Murtaza.	
زاراکنی	Zarákni.	
شاہ عالم	Shah Alam.	
کوت تگا	Kot Tagga.	
گروالی	Gurwáli.	
دولت والا	Daulatwála.	
زام	Zám.	

ضلع قیوہ غازی خان

Dera Gházi Khan District.

قیوہ غازی خان	Dera Gházi Khan.	Chief towns.
جامپور	Jámpur.	
چوٹی	Choti.	
داجل	Dájal.	
روجان	Rojhán.	Post offices besides those included in the above group.
راجپور	Rájanpur.	
مٹھن کوت	Máhnokot.	
کوت چٹھا	Kot Chutta.	
سنگھار	Sanghar.	Police stations and police posts besides those included in the above groups.
ٹاؤنسا	Taunsa.	
ہراند	Harrand.	
فاضل پور	Fázilpur.	
یارو	Yáru.	
بروس آباد	Bruce-abád.	
تیبی	Tíbbi.	
منگروٹھا	Mangrotha.	
ڈیگری	Drigri.	
شر والا	Sharwála.	
امارکوت	Umarkot.	
شاہ والا	Shahwáli.	
فتح پور	Fatahpur.	
لنڈ	Lund.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Dera Ghāzi Khan District—concluded.</i>		
سختی سرور	Sakhi Sarwar.	Muhammadian shrins.
وہوہ	Vihōwa.	} Frontier military posts besides Rojhan and others included in the above groups.
چھوڑک بوندو	Jhok Bodo.	
مہوئی	Mahoi.	
نور پور	Nūrpur.	
باطل	Bátil.	
وڈور	Vidor.	
گنہار	Ganehar.	
محمد پور	Muhammadpur.	
روم کاتھول	Rúmka Thúl.	
سبزل کوت	Sabzalkot.	
توزیانی	Toziáni.	
دلبر	Dilbar.	
بندووالہ	Bandowála.	
شیخ والی	Shekhwáli.	
اسنی	Asni.	
لعل گوٹھی	Lálgoshi.	
ضلع بنوں	<i>Bannu District.</i>	
ایڈورڈ آباد	Edwardes'ábad.	} Chief towns.
کالہ باغ	Kálabagh.	
عیسوی خیل	Isa Khel.	
وان بہادران	Wánbhachrán.	
بھنگی خیل	Bhangí Khel.	
نمل	Nammal.	} Post offices besides those included in the above group.
لکی	Laki.	
مروچہ	Múch.	
میانوالی	Miánwáli.	
غوریوالہ	Ghoríwála.	
میران	Mírán.	} Police stations and police posts besides those included in the above groups.
موسی خیل	Músa Khel.	
درہ بجن	Darra Bajn.	
عظیم	Azím.	
سرائے نورنگ	Sarai Naurang.	
درہ پتو	Darra Pezu.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Bannu District</i> —concluded.		
شیخ بدین	Shekh Budín.	Police stations and police posts concluded.
درہ تنگ	Darra Tang.	
دھک	Dhak.	
بیرگی	Bergi.	
جند	Jand.	
منجی والہ	Manjiwála	
گمبلا	Gambíla.	
غزنی خیل	Ghazni Khel.	
شہباز خیل	Shahbáz Khel.	
شیرہی غاشہ	Sherighásha.	
دارکہ	Darakka.	Frontier military posts.
کامرمشانی	Kamarmasháni.	
پپلان	Piplán.	
ہوید	Haved.	
شموئی خٹک	Shamúni Khatak.	
جانی خیل	Jáni Khel.	
کورم	Kurram.	
دھمی	Adhammi.	
گومٹی	Gumátti.	
بران	Barán.	
توچی	Tochi.	
برجی	Burji.	
خیرو خیل	Khairu Khel.	
تاجوری	Tajori.	
لنمر	Latammar.	

قسمت پشاور

ضلع پشاور

PESHAWAR DIVISION. *Pesháwar District.*

پشاور	Pesháwar.	Chief towns.
تنگی	Tangi.	
چارسدا	Chársadda.	
نوشہرہ	Nautshahra.	
مردان	Mardán.	
ہوٹی	Hoti.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Peshāwar District—continued.</i>		
اکورا	Akora.	Post offices besides those included in the above group.
بدھبر	Badhber.	
خیر آباد	Khairabad.	
کاتلانگ	Kátlang.	
نواکلا	Nawákila.	
رستم	Rustam.	
شہکدار	Sháhkadar.	
صوابی	Sawábi.	
تارو	Táru.	
مٹا	Matta.	
مٹھرا	Mathra.	
میاں خیل	Mián Khel.	
خازنا	Khazána.	
قلعہ بارہ	Fort 'Bára.	
مٹانی	Matanni.	
ایمال چاہوترا	Aimal Chahútra.	Police stations and police posts besides those included in the above groups.
اسپر سنگھ	Ispar Sang	
سراج نازبگھ	Saraj Nazarbágh.	
شانکارگارہ	Shankargarh.	
جامرود	Jamrúd.	
بورج ہری سنگھ	Burj Hari Singh.	
گھرا شاہ	Ghóra Shah.	
گہڑی سردار	Garhi Sirdar.	
بارہ	Bára.	
پابی	Pabbi.	
ڈھری	Dheri.	
باولی	Baoli.	
پیر پیائی	Pír Piái.	
کٹی خیل	Katti Khel.	
واتر	Wattar.	
بنگلا	Bangla.	
ڈانگارزائی	Dangar'zai.	
سجدو	Sajdu	
نہال پورا	Nihálpura.	

List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Pesháwar District—concluded.</i>		
بورج کوند	Burj Kúnd.	Police stations and police posts concluded.
پاوکا	Páokā.	
میان عیسیٰ	Mián Isa.	
شگی	Shigi.	
گہڑی بابو	Garhi Bábu.	
ریگی	Regi.	
بارا خشک	Bára Khushk.	
بارا تار	Bára Tar.	
جنگلی	Jangli.	
لداور	Ladaur.	
شمشٹو	Shamshattu.	Tahsili towns besides Pesháwar and Mardán.
نہنگان	Nihangán.	
ہشت نگر	Hashtnagar.	
دارڈزائی	Daudzai.	
یوسف زائی	Yusafzai.	
خالصہ خٹک	Khálsa Khatak.	Buddhist ruins.
دوابہ	Doaba.	
تختہ بائی	Takhta Bai (in Yusafzai).	
ہزارا		
<i>Hazára District.</i>		
ایبٹ آباد	Abbott-abad.	Chief town.
ہری پور	Haripur.	Post offices besides the above.
مانسہڑہ	Mánsahra.	
گہڑی حبیب اللہ	Garhi Habíbulla.	
اوگھی (اگرور)	Ughi (Agror).	
شینکیاری	Shinkiári.	
بالاکوٹ (علاقہ کاشان)	Bálakot (in Kághán).	Police stations and police posts besides those included in the above groups.
شیروان	Shirwan.	
نارا	Nára.	
بکروٹ	Bakot.	
خانپور	Khanpur.	
غازی	Ghází.	

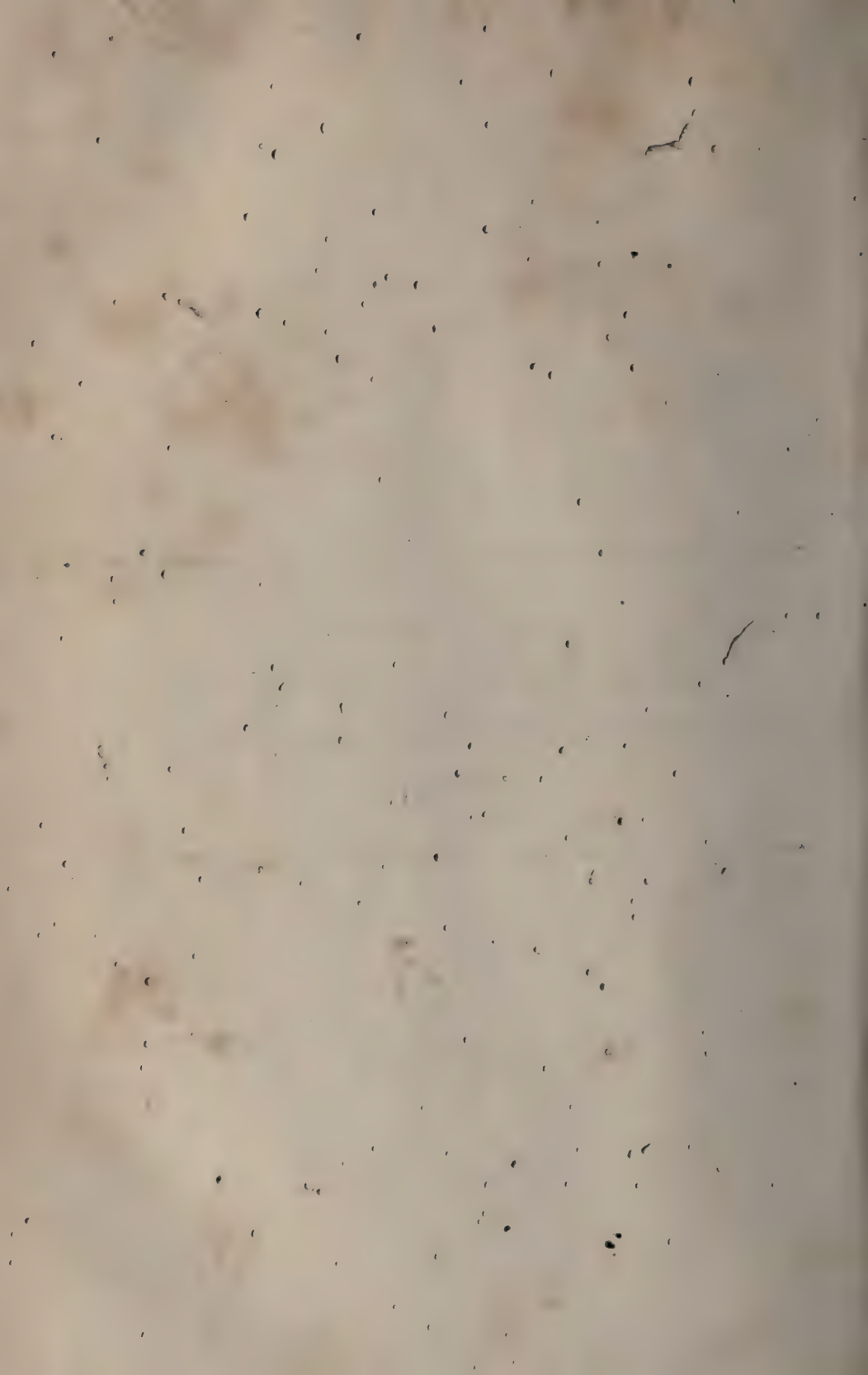
List of principal Towns and Places.—(Continued.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Hazára District—concluded.</i>		
تربلہ	Turbelâ.	} Police stations and police posts concluded.
کیرپلیان	Kirpiliân.	
لہرہ	Lera.	
کوہالہ	Kohála.	
خاکی	Kháki.	
مانگل	Mángal.	
توی	Tawi.	
ڈالموہٹ	Dalmohat.	
سریکوت	Srikot.	
تھپلہ	Thapla.	
چنبہ	Chamba.	
حٹار	Hattár.	
صوابی مایہ	Swábi Maira.	
ڈونگا گلی	Dungagali.	
تھندیانی	Thandiáni.	
نٹیگلی	Natiagali.	} Frontier military post besides others included in the above groups.
ڈھمٹور	Dhamtaur.	
میرپور	Mirpur.	
مانگلی	Mángli.	
انب	Amb.	Other important place.
ضلع کوہاٹ		
<i>Kohát District.</i>		
کوہاٹ	Kohát.	} Chief town.
ہنگو	Hangú.	
گندیار	Gandiaur.	} Police stations, police posts, and post offices besides the above.
لکھتاؤ	Lukha talao.	
تیری	Teri.	
بہادر خیل	Bahádur Khel.	
شکار دارہ	Shakar darra.	
مراٹ	Maráí.	

List of principal Towns and Places.—(Concluded.)

Mode of spelling in Urdu.	Spelling adopted in English.	REMARKS.
<i>Kohát District—concluded.</i>		
کچھي	Kachai.	Police stations, police posts, and post offices concluded.
گمبٹ	Gumbat.	
خوشال گڑھ	Khushálgarh.	
تٹکي	Tatkai.	
گارو	Gáru.	
خزہ خیل	Khuza Khel.	
زیارت شیخ الہ داد	Ziárat Shekh Alah-dád.	
شادی پور	Shádipur.	
نیلا	Níla.	
کوتل	Kotal.	
قلعہ گارنٹ	Fort Garnett.	Military posts besides Bahádur Khel.
محمد زائی	Muhammadzái.	
گڈا خیل	Gadda Khel.	
لاچی	Láchi.	
باندہ	Bánda.	

SELECTIONS
FROM THE RECORDS OF THE
FINANCIAL COMMISSIONER'S OFFICE,
1874.



XLIV.—RIGHT OF TENANTS TO SINK WELLS.

From J. A. E. Miller Esquire, Secretary to Financial Commissioner, Panjab, to all Commissioners and Deputy Commissioners, Panjab, Circular No. 68—4755, dated 23rd September 1868.

The accompanying correspondence is circulated with a view to ascertaining the custom in the Panjab with regard to kacha wells sunk by tenants. The subject has attracted attention in the Legislative Council, and the reports of Local Governments have been called for as to whether any measures ought to be taken for altering the law, as interpreted by a recent decision of the High Court at Agra.

2. The Officiating Financial Commissioner observes that, in the Panjab the localities where kacha wells can be made are very limited. Along the lower *Bét* of the Sutlej, it is believed, they are common, and any cultivator may there dig such a well without special permission, but acquires no rights thereby.

3. In the Bar of the Rechna Doab, and South-East of Firozpur, kacha wells are made by graziers which last for some years, and are used for watering cattle only. There are moreover certain rivers, like the *Deg*, in the Rechna Doab, on which *Jhullars* are constructed, some temporary, and some permanent.

4. Enquiry should be made as to whether there are any restrictions imposed on tenants in all such cases. The village custom should be ascertained, and the provisions of the administration papers should be verified, and compared with the actual customs found to exist.

5. Reports of district officers should be submitted through Commissioners, with their opinion.

From E. C. Bayley, Esquire, Secretary to Government of India, to the Secretary to the Government, Panjab, No. 295 dated 11th August 1868.

I am directed to forward for the information of the Lieutenant Governor, a copy of a letter that has been addressed to the Government of the North Western Provinces, in regard to the liability of tenants to be ejected from their holdings, if they make certain improvements without the previous consent of their land-lords.

2. I am to request that the Governor General in Council may be favored with information in regard to the law or custom which prevails in the Panjab upon this subject, and that His Honor the Lieutenant Governor will be good enough to say, whether he is of opinion that any measures ought to be taken for placing the law on a different footing.

Copy of a letter No. 293, dated 11th August 1868, from E. C. Bayley, Esqr., Secretary to the Government of India, to the Secretary to the Government of the North Western Provinces.

* Published in the Supplement to the *Gazette of India* of the 1st August 1868.

I am desired to request that the attention of the Lieutenant Governor may be drawn to the debate of the 22nd ultimo,* in the Legislative Council on the Bill which has now become law, as Act XIX of 1868. (The Oudh Rent Act).

2. It will be observed that, in speaking of that portion of the Act (Sections 22 to 26), which provides for the payment, under certain circumstances, of compensation to tenants for unexhausted improvements, Mr.

† *Vide Government Gazette, N. W. Provinces, 3rd June 1868.*

Strachey referred to a lately published decision† of the High Court at Agra, by which it has been declared to be the general law of the North-Western Provinces that a tenant, even though he possess a right of occupancy, is liable to ejectment from his holding, if he should dig a kacha well without the previous consent of his landlord. It was admitted by the High Court that "there may be local usages forming exceptions to the general law," but considering as Mr. Strachey said, and as the Board of Revenue observed

† *Published in Government Gazette North Western Provinces, 3rd June 1868.*

in their circular of the 3rd June 1868† that in a great part of Northern India, the digging of kacha wells is as essential to the production of a crop as the ploughing of the land itself, the Governor General in Council cannot

view without anxiety the results to which this decision may possibly lead.

3. His Excellency in Council does not doubt that this subject has already attracted the Lieutenant Governor's attention; but he has thought it desirable to notice the fact, that the subject has been referred to in the debates of the Legislature, and to ask whether, in the opinion of His Honor, any further measures ought to be taken by the Government for the alteration of the law which has been laid down by the High Court of the North-Western Provinces.

From Secretary Sadr Board of Revenue North-Western Provinces, to all Revenue Officers in the North Western Provinces, Circular No. 8 dated 3rd June 1868.

I am desired by the Board of Revenue to call your attention to a recently published decision of the High Court, No. 153 of 1866:—

Koonj Beharee Patuck (*Defendant*),
Petitioner,
VERSUS
Shiva Baluck Sing (*Plaintiff*),
Opposite party.

Heading VII.

Landlord and Tenant.

Revenue Department.

Present.

C. B. Thornhill, Esq., C. S. I.

and

J. F. D. Inglis, Esqr.

By this decision the general rule is laid down, that a ryot may be evicted for digging a kacha well without the consent of his landlord, but at the same time it is admitted that, "there may be local usages forming exceptions to the general law."

2. The Board are apprehensive that, unless due consideration is given to this important exception, the indiscriminate application of the "general law" may in many districts, place the cultivator at the mercy of the zemindar, as, in some parts of these Provinces, the annual sinking of a kacha well is believed to be as essential to the production of a crop as the cultivation of the ground by the plough.

3. In all cases, therefore, in which the zemindar sues for the ejectment of a cultivator for breach of a condition of contract by sinking a kacha well, the Revenue Officers must be most careful to investigate the question of local custom, and record evidence and a finding on this important point.

ABSTRACT.

BOARD call attention to a recently published decision of the High Court, ruling that a ryot may be ejected for digging a kacha well without the consent of his landlord, and communicate instructions.

The 20th July 1867.

PRESENT.

The Hon'ble Sir W. Morgan, Knight, *Chief Justice.*

„ „ W. Roberts,

„ „ F. B. Pearson,

„ „ C. A. Turner,

„ „ R. Spankie,

Justices.

Case No. 158 of 1866.

Review of judgment of the decision of the late Sadr Court in special appeal, dated 9th June 1866, reversing the decision of H. B. Henderson, Esquire, Judge of Benares, dated the 21st November 1865.

Koonj Beharee Patuck (*Defendant*) *Petitioner.*

VERSUS

Shiva Baiuck Singh, (*Plaintiff*) *Opposite party.*

Pleaders for Petitioners.—Lalla Man Rai, Munshi Hanoomán Pershad; Babú Piari Mohun Banúrijí, and Lalla Lalita Pershad.

Pleaders for opposite party.—Moulvie Haider Hossien, Moulvie Mehndee Hassun, Moulvie Furid-ud-din Ahmed, Mir Ali Ahmed, and Shah Assud Ali.

Ryot :—Ejectment of—Breach of contract, Condition (express or otherwise), Sections 6 and 23, Clause 5 Act X of 1859.

The act of digging a well or planting trees may not necessarily imply or assert a proprietary right in the land in which the well is dug or the trees are planted, yet by the general law of these provinces, a ryot even having a right of occupancy being prohibited from doing certain acts, such as planting of trees or digging a well, without his landlord's consent, makes himself liable to ejectment, unless protected by local usage, from his holding; if he were to dig a well or plant trees without the landlord's consent, Section 6, Act X of 1859, which provides that a ryot, who has held or cultivated the land for more than twelve years, acquires a right of occupancy in it so long as he pays rent for the same, must be read consistently with Clause 5, Section 23, of that enactment, which provides that a ryot is liable to ejectment from his holding for breach of contract, and not as importing that a ryot having right of occupancy, so long as he pays the rent claimable from him, is at liberty to use and deal with the land as he pleases.

The useful or beneficial nature of an act is not a justification of it, if it be a breach of contract.

A condition not expressly made between the parties to a contract, may nevertheless be attached to such contract by custom.

The general rule, that a ryot is liable to ejectment, if he digs a well without the consent of the zemindar, may be varied by particular local usage or express contract.

This case was referred to a full Bench by F. B. Pearson and R. Spankie, Judges, who admitted the review with the following order:—

Referring order.—The plaintiff's suit was brought under clause 5, Section 23, Act X of 1859, for the ejectment of the defendant from a holding of three bigahs and six biswahs of land, for breach of condition of contract, by digging a kacha well in the holding aforesaid. The case was disposed of by all the Courts, together with another and similar case instituted by the Rajah of Benares against Mussumat Munia, and the grounds of the decision in the two cases are the same. The claim was decreed by the Court of first instance, whose decision was upheld by us in special appeal, in opposition to that of the Lower Appellate Court.

We have acceded to an application for a review of our judgment in the case, with a view to the reconsideration of the question, whether the alleged breach of contract is one which renders a tenant liable to ejectment under the terms of Clause 5, Section 23, Act X of 1859; but not because we think the precedent referred to by the applicant of the 16th July last, which follows an earlier decision of the 16th March last, and refers to mortgages by tenants of their rights in their holdings to be strictly applicable to the present case. It is true that such mortgages resemble the act of digging a well, in not being allowable according to custom without the permission of the landlord; but the transfer of a non-proprietary right is not an assertion or exercise of proprietary right exactly in the same sense in which the construction of a well may be regarded as such. On the other hand, the latter act may be viewed (while the former could not be) as calculated to increase the productive powers of the land, and therefore subservient to the ends contemplated by the lease of land for cultivation. Nevertheless, the construction of a well withdraws a portion of land from cultivation, and the digging of kacha wells may, in some respects or under some circumstances, be attended with injury to the adjoining land. It might be supposed that the increase of the productive power of the land in consequence of irrigation from wells, would ultimately confer an advantage upon the landlord in the shape of an enhanced rent, and the terms of the second Clause of Section 17 of the Act, do not appear to be necessarily inconsistent with that supposition; but it is urged more plausibly that such an advantage would not accrue in cases governed by Sections 3 and 4 of the Act; and it is strenuously contended that if tenants may dig wells with impunity without the landlord's consent, the distinction between landlord and tenant is in danger of being obliterated:

Section 128 of the "Directions for Settlement Officers" declared cultivators incompetent to perform any act, which is considered to indicate proprietary right, such as digging a well, planting a garden, or locating a labourer. But the Circular order dated 26th September 1856, of the Sadr Board of Revenue, North-Western Provinces, recognized the expediency of permitting cultivators to sink wells, on the understanding that the tenure of the well shall be in every respect the same as the tenure of the holding in which it is constructed.

The late Sadr Court have we believe, held repeatedly that the plantation of trees in land leased for the purposes of cultivation is an act so manifestly at variance with the object and purpose of the lease as to constitute a breach of contract within the terms of Clause 5, Section 23. But the digging of a well, as we have already remarked, inasmuch as it conduces to the efficient cultivation of the land, differs from the act of planting trees.

The question whether tenants are competent to dig wells without their landlord's consent, is distinct from the question whether by so doing they are liable to ejectment under Clause 5, Section 23. The latter question would not arise in cases in which the lease contained an express condition, attaching the penalty of ejectment to such an act. It arises in cases in which there is no lease, or at least no written lease, or no such stipulation in the lease; and when there is no other contract between the parties than what is implied by their relative positions.

We refer the subject, as being one of nicety and importance, for the consideration of the next Full Bench, and direct the papers to be circulated in the meanwhile among the Judges. The case is re-admitted on the file.

OPINION OF THE FULL BENCH.

This is a case in which the ejectment of a tenant from a holding of three bigahs and six biswahs of land, for breach of condition of contract by digging a kacha well therein was decreed by a Divisional Bench of the late Sadr Court, in special appeal on 9th June, 1866, in opposition to the decision of the Lower Appellate Court, and in concurrence with that of first instance; and in which an application for a review of judgment by the defendant (respondent), was granted on the 3rd September last, in order that it might be determined by a Full Bench of the High Court whether, having regard to the circumstances that the act of digging a well for the purpose of irrigation, as tending to increase the productive powers of the land, is subservient to the end contemplated by the lease of the land for cultivation, such act can justly be viewed as a breach of the contract between landlord and tenant, and renders the latter liable to ejectment from the holding, in cases in which no such condition has been expressly made between the parties. It is to be observed, first, that the useful or beneficial nature of an act is not a justification of it if it be a breach of contract; and secondly, that a condition not expressly made between the parties to a contract may nevertheless be attached to such contract by custom.

Section 6, Act X of 1859, which declares that any ryot who has cultivated or held land for a period of twelve years, has a right of occupancy in the land so cultivated or held by him so long as he pays the rent payable on account of the same, must be read consistently with Clause 5, Section 23 of the same enactment, which provides for the cognizance of suits to eject a ryot on account of a breach of the condition of any contract by which a ryot may be liable to ejectment, and not as importing that a ryot having a right of occupancy, so long as he pays the rent claimable from him, is at liberty to use and deal with the land as he pleases. Ordinarily the lease of land by a landlord does not involve a surrender on his part of all rights in the land, except the right to rent, and we are satisfied that in these provinces the power of a ryot even having a right of occupancy in his holding, is limited by other conditions than the single condition of paying the proper rent, and that there are certain acts, such as the construction of a well, and the planting of trees, which he is not competent to perform without his landlord's consent. There may, of course, be local usages forming exceptions to the general law; but we see no reason to doubt that the law is such as it is represented to us to be by the pleaders who appear for the plaintiff in this case. The law may or may not be opposed to good policy. The act of a digging a well or planting a tree does not necessarily imply or assert a proprietary right in the land in which the well is dug or the tree planted. Whether it be most expedient that the tenant should be encouraged to improve his holding by all means, or that the benefits resulting from certain modes of improvement should be secured to the landlord, or left to his option, may be a question; but it is one which we are not called upon to consider. The Court must recognize the law as it is found to exist, so long as it shall not be superseded by positive law, and must apply it in all cases not governed by local usages or special contract.

So also in respect of the penalty incurred by a tenant who is guilty of a breach of contract of the kind which this case brings to our notice; the unwritten law of the country must be our guide. Were we free to legislate upon the subject, it might seem to us equitable and expedient to look to the amount of injury actually caused to the landlord by the act complained of, and to grant him relief and com-

penation, whenever possible, otherwise than by ejectment of the tenant. But it is not contended or proved that any other penalty than forfeiture of his holding for such a breach of contract is sanctioned by the law of these provinces.

The decision of the 9th June, 1866, in this case now under review, as far as it proceeds on the principles above stated, is not at variance with any former decisions passed by the late Sudder Court; and it is also, we believe, in accord with the views which have been usually held and enunciated by other authorities. The decision is accordingly affirmed by us, with costs.

From J. A. E. Miller, Esquire, Secretary to Financial Commissioner, Panjáb, to T. H. Thornton, Esquire, Secretary to Government Panjáb, No. 297, dated 13th April 1869.

With reference to your No. 630, dated 17th August 1868, regarding kacha wells, I am directed to state that the reports of officers were called for in Circular No. 68, dated 23rd September 1868, of which copy is enclosed, and the result is shown in the enclosed abstracts of replies.

The Officiating Financial Commissioner's views are as follows :

1. Practically the question applies only to tenants with a right of occupancy. Tenants-at-will can be readily ejected, and therefore it is not to be expected that they would attempt to sink kachá wells in opposition to their landlords.

2. The Officiating Financial Commissioner believes that in no part of the Panjáb is the sinking of a kacha well a necessary step towards the raising of a crop as is said to be the case in some parts of the North-Western Provinces.

3. With the exception of the Hissár and Jhelam districts, and the Parganah of Bálabgarh (Dehli) and one village in Sirsa, the village administration papers are silent on the point under discussion.

4. The enquiry lately made shows that the custom of the Panjáb is, that tenants with a right of occupancy may sink kacha wells without the leave of the proprietors, except in parganah Bálabgarh and the districts of Ráwalpindi, Jhelam, Sháhpúr, Derah Ismaíl Khán and Derah Ghází Khán; in the districts of Rohtak, Simla and Kangra, where kacha wells are not known, and in Mazaffargarh, where the question is doubtful. It is also stated that in the Chúnian and Kasúr parganahs of the Lahore district a tenant cannot sink a kachá well without the permission of the landlord. No replies have been received from the Pesháwar Division.

5. But this customary law is of no force except in those districts where it is incorporated in the village administration papers, for Section 19 of the Panjáb Tenancy Act provides that "no tenant having a right of occupancy in any land shall be ejected therefrom otherwise than in execution of a decree," which decree shall not be made unless there is an unsatisfied decree against the tenant for arrears of rent, or unless the landlord buys him out; and the latter provision does not extend to the superior classes of tenants mentioned in Section 5 of the Act.

It would therefore seem to follow that under the existing law in the Panjáb, i. e., the Panjáb Tenancy Act, a tenant may sink kacha wells, plant jhallars, and the like, in those districts where there is no provision in the settlement record to the contrary, in defiance of the proprietor, and in all cases where there is no agreement binding the tenants not to sink such wells.

6. It so happens, however, that where the customary law does not admit of the sinking of kacha wells by tenants the operation of the Tenancy Act will not be

hurtful to any appreciable degree in this particular. For, in the districts of Rāwal pindi and Shāhpūr kacha wells for irrigation are not known, though certainly in Shāhpūr they are used in watering cattle, and some slight trouble might arise about them; in Rohtak, Simla and Kāngra they are unknown, and are likely to remain so; in Derah Ismail Khān, Derah Ghāzī Khān, Muzaffargarh and in the districts of Peshāwar Division, the settlement has yet to be made, and provision can be recorded in the administration papers of these districts in conformity with the custom of the people; and as regards the Chūniān and Pakir parganahs of the Lahore district, the probability is, that the alleged customs are not well defined, and it is not believed that any evil would result from adopting in them, the same principles as may be applied to the remaining portion of that district.

8. It therefore appears to Mr. Melvill, that no legislation is required regarding the right of tenants to sink kacha wells for irrigation in the Panjāb.

Kacha Wells.

The Government of India. (No. 295, dated 11th August 1868), request information as to the custom in the Panjāb in regard to kacha wells made by tenants, with reference to a ruling of the High Court of Agra, that tenants are liable to ejectment for so doing.

The custom is briefly noted.

Dehli and Larsauli Parganahs.—Tenants may sink wells without landlord's permission, but acquire no rights.

Balāgarh.—They are not allowed to do so.

Karnāl.—Tenants are allowed, without interference from landlords.

Gurgāon.—No restriction. Seldom sunk as they are useless.

Hissār District and Sirsa Tahsil.—Sanction of landlord is necessary. Not liable to ejectment for digging without sanction. *Fazilkā*, hereditary cultivators may dig wells but acquire no rights thereby.

Rohtak.—The practice is almost unknown.

Ambālāh.—Tenants are not restricted in digging kacha wells; but must not make pacca wells—2,088 kacha wells in the district.

Ludiānā.—Tenants do dig kacha wells but acquire no rights.

Simla.—Kacha wells not sunk in the district.

Jālandhar.—The practice is for tenants to dig kacha wells. Landlord is consulted in most cases.

Hoshiārpūr.—No restriction against kacha wells.

Kāngra.—Lands not irrigated from wells.

Amritsar.—Commissioner says sinking of kacha wells is no infraction of proprietary rights. Deputy Commissioner: Such wells are sunk, but cultivators acquire no rights.

Sialkot.—There are no restrictions, but cultivators acquire no rights by forming kacha wells.

Gurdāspūr.—Kacha wells are sunk and landlords make no objection.

Multān.—Commissioner says as a rule there is no restriction, and tenants are not liable to ejectment. Deputy Commissioner: Where they are sunk in his district by the tenants the landlords pay the cost. Jhullars are generally put up by landlords. For these in some parts of the district, the tenant excavates the cut, and the landlord supplies the woodwork. In tahsil Shūjābād tenants form Jhullars.

Muzaffargarh.—Tenants would not be ejected for making a kacha well without permission, but sanction of the landlord is usually obtained.

Montgomery.—There is no restriction; tenants acquire no rights by sinking kacha wells.

Lahore.—In parganahs Lahore and Sharakpūr hereditary cultivators can sink wells without permission of landlord. In Chūniā such permission is necessary. In Kasūr permission to sink a new kacha well is necessary. Non-hereditary cultivators cannot sink kacha wells without permission. No rights are acquired by forming such wells.

Ferozpur.—There are no restrictions.

Gujranwala.—Landlords do not object but encourage the sinking of kacha wells, no rights are acquired.

Rawalpindi.—Commissioner remarks that kacha wells do not exist; they are of stone laid in mortar; no tenant can sink such a well without landlord's permission.

Jhelam.—Tenants cannot sink kacha wells without landlord's permission.

Shāhpūr.—Kacha wells are used for watering cattle, and cannot be dug without landlord's permission. Commissioner remarks that tenants would be liable to ejectment for sinking kacha wells without leave.

Derā Ismail Khān.—There is no fixed rule; but permission is necessary.

Derah Ghāzi Khān.—Tenants ask permission, which is never refused.

Bannū.—There are no kacha wells.

From J. A. E. Miller, Esquire, Secretary to Financial Commissioner Panjāb, to T. H. Thornton, Esquire, Secretary to Government Panjāb, No. 1163, dated 3rd November 1873.

In the year 1868, an enquiry was instituted in accordance with the orders of Government of India, received with your No. 630, dated 17th August, regarding the right of tenants to sink kacha wells, and the views of the Officiating Financial Commissioner, Mr. Melvill, were communicated in this office No. 297, dated 13th April 1869, to the effect that there was nothing to prevent tenants sinking wells of this description, planting jhalars, and the like, in those districts where there is no provision in the settlement records to the contrary, and in all cases where there is no agreement binding tenants not to sink wells, &c. The Officiating Financial Commissioner at the same time expressed his opinion that even in respect of districts where the customary law of the Panjāb did not admit of this concession to tenants, no legislative action was necessary, as kacha wells were unknown in some of them, and in the remainder a settlement had yet to be made and provision could be recorded in the administration papers of those districts.

2. The above mentioned reference originated in consequence of a decision of the High Court of Agra, No. 158 of 1866, by which it was declared to be the general law of the North-Western Provinces that a tenant even though he possess a right of occupancy, is liable to ejectment from his holding, if he should dig a kacha well without the previous consent of his landlord.

3. The view affirmed by the judges of the Agra High Court in the above decision was however modified in a subsequent

Officiating Secretary to Board of Revenue North-Western Provinces, to Officiating Secretary to Financial Commissioner, No. 1259, dated 17th October 1872, with enclosures.

Commissioner Dehli, No. 126, dated 5th May 1873.

Secretary to Financial Commissioner, No. 3406, dated 13th May 1873.

Commissioner Dehli, No. 370, dated 19th September 1873, all with enclosures.

decision (special appeals Nos. 1225 and 1235, of 1870) of which a copy, attached to the Board's Circular No. 7 of 1872, was forwarded by the Board to the Financial Commissioner. This Circular, together with the correspondence marginally noted, is herewith forwarded to the orders of Government with the following remarks by the Financial Commissioner.

4. Mention having been made in the Agra High Court's revised order of certain correspondence with the Commissioner of the Dehli Division, in which that officer reported that the proprietors in the Dehli Division objected to the right of cultivators to construct wells, the Financial Commissioner applied to the Board for a copy of the correspondence. The Board thereupon forwarded copy of their Circular No. 00 dated 26th September 1856, annexed to which is a letter No. 1189, dated 29th August 1856, wherein the principle now adopted in the revised order of the Agra High Court was enjoined for observance by all Commissioners in the North-Western Provinces, of which the Dehli Division then formed a part. As a means for promulgating this principle it was directed that in all cases of new settlement or re-settlement a stipulation should be entered in the administration paper that the cultivators shall have the liberty of sinking wells, but that the tenure of the well shall be in every respect the same as the tenure of the holding in which it is constructed.

5. Copy of this correspondence was forwarded to the Commissioner of the Dehli Division for information. The correspondence which ensued with the Commissioner of the Dehli Division shows that the objection of the proprietors to the construction of wells by tenants is almost universal. At the same time the Settlement Officer is of opinion that the introduction of a clause in the administration papers of the re-settlement, to the effect, that the building a well shall give the tenant no proprietary claim, though superfluous as a mere statement of the law, would be most advantageous, as it would give the owners confidence and lead very largely to the extension of well irrigation.

6. The Financial Commissioner observes that the question is whether a proprietor has any right to dust a cultivator who builds a masonry well. This question cannot be decided by the settlement on theoretical grounds. The existing custom, if there is one, must be recorded; or if the parties agree, the agreement may be recorded. Mr. Egerton is averse to the insertion of any condition in the settlement records which will bind tenants with right of occupancy not to build masonry wells on the land they occupy unless it is clearly shown that such a condition in regard to the present cultivators or their predecessors in interest existed in the record of the first settlement. The records of the Dehli Division were almost universally destroyed during the mutiny: there is therefore some difficulty in ascertaining what the former settlement record contained. But it may be possible to ascertain what entries were made in the former papers by examining private copies which have been preserved or by taking the evidence of Kanungos or other officials who know what was entered.

7. The orders of His Honor the Lieutenant Governor are solicited regarding the extent to which the orders contained in the Circular of the Sadr Board of Revenue No. 00 dated 26th September 1856 are to be observed.

From T. H. Thornton, Esquire, Secretary to Government Panjab, to J. A. E. Miller, Esquire, Secretary to Financial Commissioner Panjab, No. 1706 dated 30th November 1873.

I am directed to acknowledge receipt of your letter No. 1163 dated 3rd November, with enclosures, regarding the right of tenants to sink wells in the Dehli Division.

2 In reply, I am desired to state that His Honor the Lieutenant Governor concurs in the Financial Commissioner's opinion expressed in para 6 of your letter, that it is undesirable to enter in the settlement records any provision which is not either a well ascertained custom, or a matter of special agreement between parties interested.

3 In the case of the present reference if, as is probable, it is an established custom that the sinking of a masonry well by a tenant does not change the status of the cultivator, the fact can be recorded; if it is agreed that tenants shall be permitted to sink masonry wells on the understanding that their status is not altered, the agreement can be embodied in the settlement record; but no authoritative declaration of the nature of that contained in the North Western Provinces Board of Revenue Circular 00 dated 26th September 1856, should, in His Honor's opinion, be entered except under the circumstances above described.

No. XLV.—MEMORANDUM ON THE VALUE OF THE EUCALYPTUS GLOBULUS.

Furnished by Ulick Ralph Burke, Esq., M. A., Barrister-at-law.

In the month of December 1873, I was asked by Dr. Scriven to write a paper on the prophylactic properties of the Eucalyptus, but feeling that the importance of the subject called for something more than a record of my own experience and impressions, I at once put myself into communication with two or three eminent horticulturists and botanists in London. I have received letters from Mr. Bateman, F. R. S., Vice President of the Royal Horticultural Society; who saw Mr. Benthams, President of the Linnean Society upon the subject; and from Mr. Sowerby, of the Royal Botanical Society, and from Dr. Hooker from the Royal Gardens Kew. I have also received various publications, of which I have freely availed myself in the preparation of this memorandum.

The Eucalyptus was first observed in the year 1792 in Van Dieman's Land by Labillardière, and both in that country and in Australia numerous varieties are found in great abundance. These not only form one of the most characteristic features of the vegetation of that continent, but the tree is indigenous only in Australia and some of the islands of the Malay Archipelago. The Eucalyptus is a genus of the natural order *Myrtaceæ*, sub-order *Liptospermeæ*, and the species which are best known to the scientific world are *Eucalyptus Resinifera* the Red Gum or Iron Bark tree:—*Eucalyptus Robusta*:—*Eucalyptus Mamifera*:—*Eucalyptus Dumosa*; *Eucalyptus Gummi*, and *Eucalyptus Globulus*. All these species possess various and most interesting properties, but the last calls for our especial attention inasmuch as this is the species which has so far principally engaged the attention of scientific men.

M. Ramel has the credit of having first imported Eucalyptus into Europe. Since 1856, he has been endeavouring to acclimatise and develop the Tasmanian Blue Gum in France. The experiments made in Paris show that the winters there are too severe for the plant; but in the South of France, in Algeria, in Corsica, in Spain, in Italy— in all the climates intermediate between the hot and the temperate, in short, the cultivation has been very successful.

In Australia it forms immense ever-green forests, each tree rising to the height of two hundred or even three hundred feet. Mr. Bateman says: "In addition to the already generally well-known merits of the Eucalyptus Globulus, samples have been found in some of the gleys in Australia of a size exceeding the far-famed *Walingtonea Gigantea*," and reminds me that the long seats in the Royal Horticultural Society's Garden, South Kensington, are single planks of this tree. It casts its peculiar bark instead of its leaves. The leaves grow in a remarkable manner, being as it were set on edgewise, and consequently wonderfully little shade is afforded even by the large trees. The smaller specimens (twenty or thirty feet high) that I have had an opportunity of observing in the South of France give absolutely no shade at all. In spite of this peculiarity of foliage, the Eucalyptus is graceful and elegant and an eminently ornamental tree. The trunk, off which the outer layers of bark detach themselves as in the Oriental plum, is smooth and ash coloured; the leaves are bluish green or when young often glaucous, varying from six inches to a foot in length, and the flowers are large and axillary, growing close to the stem, either singly or in clusters of two or three. Of these flowers bees are remarkably fond, and from them they obtain a greater amount of honey than from any of the better known flowers. Indeed the European honey bee introduced into Australia has spread and flourished to a marvellous extent in the Eucalyptus forests of that continent. But while the bee affects

the *Eucalyptus* the locust is equally averse to it⁶; and it was especially noticed by M. Ramel in 1865 that in a part of Senegal, where *Eucalyptus Globulus* had been introduced, when the leaves of all other trees were devoured by the locust, those of the *Eucalyptus* resisted their attacks.

But considering the advantages to be derived from the introduction of the *Eucalyptus* into India we may look at it specially from two points of view—the value of the tree in forest plantations, and the value as an antidote to malaria. Now with regard to the first of these, there is one peculiar characteristic of the *Eucalyptus* which commends it to our special attention, and that is its marvellously rapid growth. I have myself seen specimens which had grown 13 feet in twelve months, in a pot, in a cool conservatory in the north of England; and at Cannes, in the South of France, where the Blue Gum (*Eucalyptus Globulus*) has been introduced with great success, I have seen trees between twenty and thirty feet high of less than three years growth. The Blue Gum requires a plentiful supply of water, but some other species thrive equally well in a dry soil, but all require sun, and none can stand more than a few degrees of frost. M. Papillon, in a recent paper on the *Eucalyptus* published in the *Moniteur Scientifique*, Quesneville, says—

“As to the rapidity of growth in the *Eucalyptus*, if it is sown in spring, a sprout several metres length will appear in summer. The growth of the second and third years is very rapid. Thereafter there is less increase of height, but the trunk thickens. *Eucalypti* of eight to 10 years growth have a mean height of 18 to 20 metres, and a circumference I. 10 m. to I. 18 m. at 60 centimetres above the ground.”

In India, where such large tracts of country are available for forest plantation and where cheap fire-wood is so essential, the cultivation of such a tree as the *Eucalyptus* would be attended with incalculable advantages. According to Monsieur Trottier, in a report presented to the Algerian Society of Agriculture, the *Eucalyptus* is eminently suited for the wooding of a country. Forests of *Eucalyptus* will give, in 15 or 20 years, what it will take 100 to 150 years to obtain from ordinary forests. The entire value of the forests in France is 4,137,995,288 fr. Allowing them (on an average) to be entirely cut down in 100 years, the *Eucalyptus* might during the same period be cut five times, that is, every 20 years. The product of the forests would thus be quintupled. It is calculated that a hectare would readily contain 500 trees. Cut at the end of three years, when the dimensions of the wood render it suitable for the work of wheelwrights and others, they would have a value of 2500 fr., and in eight years more their value would be 6,200 fr.

The timber of the *Eucalyptus*, or Gum tree as it is commonly called in Australia, is highly valued in that country, and has been used with great success in ship building. When green it is soft and easily worked, but when it dries it becomes exceedingly hard. The bark of some species abounds in tannin to a much greater extent than the oak bark of commerce. When the trunk of the tree is bruised or tapped, as Pines are in France, there is a copious flow of resinous sap, which in some species is astringent, in others saccharine; in all it is more or less resinous. This sap is much used in medicine, and in the preparation of various fermented liquors. The sap of one species has been found a valuable substitute for Kino, and as such is largely used under the name of Botany Bay Kino.

It was at one time considered that an infusion of the leaves of the *Eucalyptus* made a valuable febrifuge, and Professor Vauquelin obtained an alkaloid from the bark which he considered might serve the purposes of Quinine.

Mr. Broughton, however, Government Chemist at Ootacamund, analyzed both bark and leaves, and found neither quinine, quinidine, nor eichonidine. But Monsieur Clécy, a French Chemist, has extracted from the bark an essence analogous to camphor.

But whatever may be the medicinal value of either sap, bark or leaves of this extraordinary tree, it would appear to be far inferior and much less remarkable than that of the growing tree itself. For it is said that the Eucalyptus has the property of banishing fever and ague from its immediate neighbourhood and rendering healthy by its presence the most malarious and fever-stricken districts. Mr. Sowerby, in a private letter on the subject before alluded to, says—"As to its prophylactic properties, it is very difficult to say anything without very good evidence; of course, the fact that all parts of the plant are highly charged with a very strong smelling volatile oil would tend that way; but has this property been noticed as a fact with regard to, say, the camphor, and the several spice trees?"

Dr. Hooker, F. R. S., is also somewhat inclined to doubt "the specific merit of the Eucalyptus itself" in this respect, and the greatest weight would naturally be attached to his opinion; but it is only fair to hear all that can be said on both sides, but the French Botanists who have had opportunities of personal investigation are decidedly of opinion that the Eucalyptus even possesses the most valuable prophylactic properties.

I quote the following from the *Gardener's Chronicle* of 22nd November 1873. "The tree grows rapidly, and possesses the power of destroying the malarious agency which is supposed to cause fever. It absorbs as much as ten times its weight of water from the soil, and emits camphorous antiseptic vapour from its leaves. The same tree has been tried with success at the Cape of Good Hope. A farm some 20 miles from Algiers was noted for its pestilential air in the spring of 1867; 13,000 Eucalyptus were planted there, since which time not a single case of fever has occurred. Numerous other like cases are cited. We presume these statements are substantially correct, although there may be some errors of detail, or interpretation of facts. A similar case is on record with reference to the Sunflower. The Observatory at Washington, U.S., was placed in a very unhealthy marshy situation, and at certain periods of the year fever was rife in the neighbourhood, but after the ground was annually sown with Sunflower, the sanitary condition was much improved. As to the Eucalyptus, the honour of discovering this property is due to Sir W. Macarthur, of Camden, Sydney, Australia, to whom the credit is given by M. Naudin in an article in the *Revue Horticole*, 1861, p. 205, entitled 'Plantations Hygiéniques.' This is a new and most important fact for the forest conservators."

"The leaves and the roots have a wonderful absorptive power for moisture, which accounts for its very rapid growth. M. Trotteau put a branch of Eucalyptus weighing 800 grammes in a vessel full of water, at 6 in the morning. By 6 o'clock P. M. the vessel had lost 2,600 kilos., and the branch weighed 825 grammes. The temperature during the day was about 40 degrees. On the other hand M. Carlotti macerated 25 kilos. of Eucalyptus leaves in 22 litres of water, and found that the liquid increased by 1 litre, the leaves having given up their water."

In consequence of this remarkable quality the tree is of especial value in marshy districts, where the superabundant moisture is not only absorbed but the antiseptic vapours and aromatic emanations from the leaves counteract miasma.

A. B. M. writing to the *Gardener's Chronicle* (10th August 1872) says—"In marshy districts the Eucalyptus has a most salubrious influence, absorbing the moisture and emitting antiseptic vapours. And it is observed that where the tree grows largely the climate is a healthy one. This is the case in Australia; and, more recently, since the plant has been introduced into Algeria the improvement has made itself felt. Intermittent fever vanishes before it."

A paper read by Dr. Gimbert at a meeting of the French Institute in October 1873 on this subject, which I have unfortunately not been able to procure, cannot

fail to be of interest. Dr. Gimbert is a man well known in the South of France for his scientific attainments. In default of better authority the following extract from the *Daily Telegraph* (2nd November 1873) on the subject of Dr. Gimbert's paper may be quoted with advantage.

"Where the *Eucalyptus* is thickly planted in marshy tracts, the subsoil is said to be drained in a little while as though by extensive piping. Miasma ceases, we are told, wherever the *Eucalyptus* flourishes. It has been tried for this purpose at the Cape, and within two or three years has completely changed the climatic condition of the unhealthy parts of that colony. Somewhat later, its plantation was undertaken on a large scale in various parts of Algeria. At a farm twenty miles from Algiers, situated on the banks of a river, and noted for its extremely pestilential air, about 13,000 *Eucalypti* were planted. In the same year, at the time when the fever season used to set in, not a single case occurred; yet the trees were not more than nine feet high. Since then, complete immunity from fever has been maintained. In the neighbourhood of Constantina, it is also stated was another noted fever spot, covered with marsh-water both in winter and summer; in five years the whole ground was dried up by 14,000 of these trees, and farmers and children enjoy excellent health. Throughout Cuba, marsh diseases are fast disappearing from all the unhealthy districts where this tree has been introduced. A station-house, again, at one end of a railway viaduct in the department of the Var, was so pestilential that the officials could not be kept there longer than a year; forty of the trees were planted, and it is now as healthy as any other place on the line. Such are some of the facts brought forward by M. Gimbert."

In an article in the *Gardener's Chronicle* referring to the *Comptes Rendus* of the Académie de Sciences of Paris, p. 764, 6th October 1873, a very interesting account by Dr. Gimbert will be found of the experiments made in Algeria with regard to the virtues of the *Eucalyptus Globulus*.

I extract the following on the same subject from a late number of the *Indian Medical Gazette*. "At Zondouk, writes Mr. Trottier, I possessed property with a house near the River Hamyze. The emanations from the damp soil struck down the farmers and their servants annually with malarious fever. In the spring of 1867, I planted 13,000 trees of *Eucalyptus Globulus*; in July they had grown to about three yards in height, and even these were sufficient to ward off the usual continual outbreak of fever, and the place has since remained free from it. The farm of Ben Maehydlin, Constantine, was notorious for its insalubrity; it was covered with marshes, winter and summer. Now they have disappeared; 14,000 of the *Eucalyptus* were planted, and in five years they have completely dried the soil, the tenants no longer suffer from intermittent fever, and their children are in splendid health and vigour. (Watterer, Bulletin de la Société d'Acclimatation.)

"The factory of Gué, at Constantine, was surrounded by a marsh, the pestilential emanations from which rendered the working of the establishment impossible during summer. M. Zantieri sowed a large quantity of *Eucalyptus*, and in three years a large acreage of morass was converted into a magnificent park. The water was literally drunk up by the trees, and the workmen have no more fever. On the banks of the Var a house was built close to a dyke which banked up the river for industrial purposes. The persons living in the house had to be changed repeatedly; their health was ruined by the marsh poison. Mr. Villiard, engineer of that section of the road, planted two years ago forty trees in the neighbourhood of the house; from that year the officers were preserved from fever, and this station has since been perfectly healthy. These facts, related in the *Comptes Rendus* of the Académie des Sciences, with the reports of agricultural committees and confirmatory documents, are of a nature to render comment unnecessary. To medical men, and indeed to others also, this tree has the further interest that its products are of considerable

"medicinal value, and possess many of the valuable anti-periodic properties of quinine. It serves, in truth, not only as a preventive but a curer of intermittent fevers." (The London Medical Record of Progress of Medicine, &c., December 17, 1873.)

I have mentioned that the English botanists are not quite so sanguine as to the prophylactic powers of the Eucalyptus as the French; but a German savant, Dr. Hermann Offinger, attributes the contradictory results obtained by various observers to the fact that there are two varieties of leaves; which he distinguishes as *Eucalyptus Globulus latifolius*, and *Eucalyptus Globulus longifolius*. The former he found to have little or no effect as a prophylactic, the latter hardly ever fatal. It is well known to botanists that the leaves of some of the Eucalypti vary in form according to the age of the tree. The long leaves form above described occurs on the older branches, and it may be that they contain more of the active principle on which their medicinal effects depend than the shorter leaves, produced on the younger, faster growing and more herbaceous shoots. As Dr. Offinger appears to be one who decides when "Doctors disagree" let us hope his solution is the correct one, and that *Latifolius* may yet flourish in the Punjab and banish fever from the province.

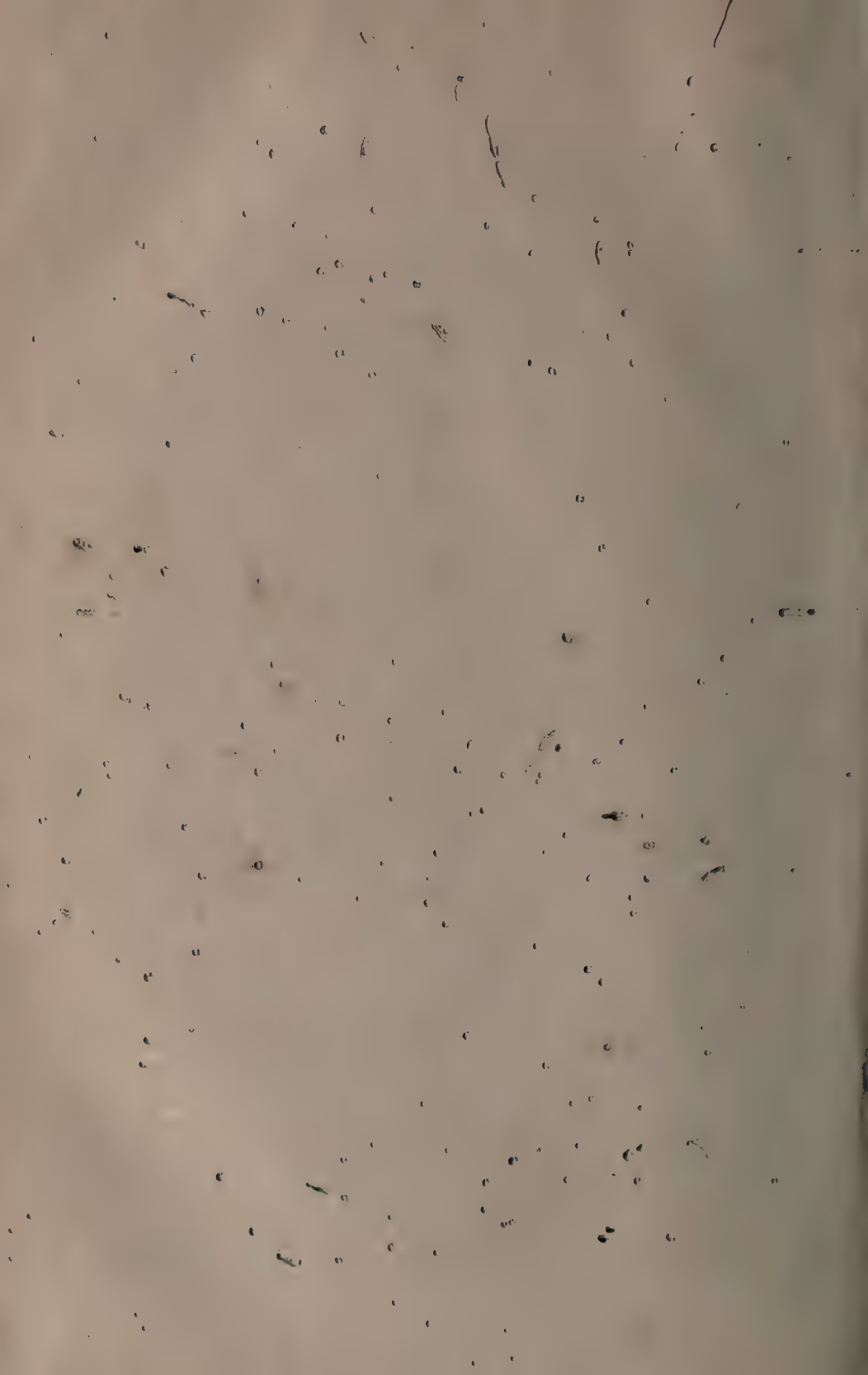
Finally, with regard to the practical mode of cultivating the Eucalyptus, I may mention that I brought out some seeds from London, which I sowed in a pot about three months ago. The weather was, I suppose, too cold, for only three seeds came up, but a second sowing about three weeks ago has been much more successful, and I have now between forty and fifty healthy seedlings. With regard to the procuring of seed, the best and freshest will no doubt be obtainable in Sydney or Melbourne. In Europe, Marseilles would be the most likely place. I got mine from Veitch in London; but there can be no doubt that in cases when seed is required in any quantity it had better be ordered from Australia both on account of freshness and cheapness.

The following note was published in the *Gardener's Chronicle* for December 13th, 1873, and may be appropriately introduced at the close of this memorandum.

"THE EUCALYPTUS.—The best method and time of sowing the seed is under glass, either in a frame or by covering the box over with a piece of glass, and during the months of September and October. After they have attained the height of 3 inches pot them off into small 2 inch pots; when these have attained considerable strength, either shift them into larger, or plant them permanently in the ground, which may be done during the months of February or March, according as the rain falls, or they may be left till the following July or August; this is best regulated according to the situation of the land, taking care that they are not exposed to the cold south-west winds when young and tender, or the frost will be likely to kill them.

"The soil most adapted to the raising of these plants is a mixture of equal parts of vegetable mould, ordinary soil, rotten manure, and sand. When they are about 3 feet high they are best planted in the ground. First dig a hole 2 feet deep by 2 feet across the top, put the best soil at the bottom; let these holes be filled with water or left open till after a heavy rain; having put the best soil at the bottom, take the plants, spread out the roots, then put in the remaining soil, leaving a slight hollow so that the rain may penetrate after every shower. When they begin to grow fast, drive in three stakes across each other near the bottom of the stem, in the form of a triangle, placing some hay round the stem and a piece of wire to secure the stakes round the tree; in this way the trees are quite safe from being blown down, and are not injured by the string being left round them too long. After six or seven years the wood will be found very useful for posts, or long poles, and makes the best of firewood." F. N. Pippet, Buenos Ayres, Sept. 13.

U. R. BURKE,
Bombay, 4th February 1874.



Selection from the Records of the Financial Commissioner's Office, No. 18.

No. XLVI.—NORTON'S TUBE WELLS.

From T. H. Thornton, Esquire, Secretary to Government, Punjab, to J. A. E. Miller, Esquire, Secretary to Financial Commissioner, Punjab, No. 64, dated Lahore, 6th January 1869.

Requests attention to the advertisement at page 1152 of the accompanying pamphlet, descriptive of Norton's Patent Tube Well, and suggests that the Financial Commissioner take measures for ordering from England three or four tubes, a patent sand filter, force pump, and driving apparatus; debiting the cost to the budget allotment for the improvement of agriculture.

SIR,—As the holder of the Patent for Norton's Tube Well in India, I should have addressed you sooner on the subject of this well as used with the Abyssinian Army, had it not been that I was anxious to have practical experience concerning the general applicability and importance of the invention, before intruding on your space, or pledging my name in what some still look upon with suspicion, if not doubt. Eleven months have now elapsed since I saw the first Tube Well driven to a depth of 15 feet in sand and gravel, the pump fixed, and yielding water within twenty minutes. With all new inventions, doubts, difficulties, and prejudices have to be overcome; and I need only refer to the sewing machine as a well known instance of this. However, the tube well is meeting with a fair proportion of success, and I am now able to speak with some authority as to where the invention is likely to be valuable, doubtful, or of no use. And I would particularly draw attention to the fact that where large supplies of water are required from the tube well (as for irrigation), it is desirable that the water-holding stratum permits of free percolation. In gravel, shingle, coarse sand, broken chalk, and such like, the success is unquestionable, and by driving on carefully to the bottom of such water-holding stratum, taking care not to drive the perforated end through and out of the same the supply is only limited by the quantity the several strata hold, whether it extends ten or a thousand yards square, one or twenty feet deep. On the other hand, where the water is held in close soils, such as brick earth, compact marl, or tight fine sand, the yield of water will be doubtful, at all times small, possibly too small to render the use of the patent tube well of value. In clay, water is not to be found, so that any supply must be taken from above the clay; or the clay must be pierced through its entire depth. Several instances have occurred in England and France where, after piercing a layer of clay to the depth of 50 or 80 feet, that the water has risen to the surface, or to within a few feet of it. Where such localities are to be found in India, such as in the valleys and at the foot of hill ranges, the three inch tube will be found invaluable for irrigation, often forming artesian wells. However, in all cases where the strata and depth of water are not known, it would be desirable to test with the small tube as both cheaper and easier driven.

Where the soil from surface to water is not very hard, I prefer screwing in the larger tube wells if the depth does not exceed 20 or 30 feet. It is quicker, and dispenses with the somewhat cumbrous tackle necessary for tubes of 3 inches diameter. On the plains of India, where the water level is found within 30 feet of the surface, and within the lifting distance of an ordinary suction pump, I consider the invention of immense importance, for irrigation, cantonments, dawk bungalows, troops on the march, the parade ground, and in barracks. Besides having the water uncontaminated, as in a river, tank, or open well, it is several degrees cooler than water so obtained.

With manual labour, on an average, the inch and a quarter tube well attached to a three inch pump, gives 480 gallons per hour; a two inch well with a four and a half inch pump 1,600 gallons, and a three inch tube well with a six inch pump 9,800 gallons. Of course, with steam, horse, or bullock power, the yield is greater, and can be increased by sinking a number of such wells, and coupling them together. At Messrs. Allsopps' Brewery, Burton-on-Trent, there are five three inch tube wells so fixed and attached to a large steam pump giving 22,000 gallons per hour.

Amongst the Engineers, and Sapper and Miners lately returned to India from Abyssinia, there are many who can testify to the value and simplicity of the invention, and are as conversant with fixing these wells as parties in this country. Too much attention cannot be paid to making all the connections air-tight, white-leading the male screw. Driving tackle is necessary in order to sink one of these wells, but once obtained, will serve to sink an indefinite number; it may therefore be desirable for parties at up-country stations to unite in obtaining the same.

Prices and other particulars can be obtained from the local Agents as advertised.

C. JOLLIFEE BARTER.

6, Mincing Lane, London, September, 1868.

DIRECTIONS FOR DRIVING NORTON'S PATENT TUBE WELLS.

It is desirable, as a general rule, before driving these wells, to ascertain, when practicable, the approximate depth at which water is usually found in the locality where they are required, either by inspecting existing dug wells, or by consulting a geological chart of the strata of the district.

Knowing beforehand what depth the well has to be driven, will be a guide as to the proper lengths of tubes to be used. If no such information can be obtained, it is necessary, when driving, to pass the plummet, at frequent intervals, down the tube, to sound whether water is struck; otherwise, by not paying attention to this, the tube may be driven right through the water-bearing stratum without the operator being aware of it.

The Patent Tube Well, as ordinarily used, is not intended for piercing rock or solid stone formations, but it is quite capable of penetrating very hard and compact soils, and can also be successfully driven through chalk, breaking through the flints which may obstruct its passage downward, but when rock or stone is reached, and has to be pierced, *special means of drilling* have to be provided for it. When coming upon rock or stone, the best plan is to pull up the tube and try in another spot; this applies also when deep beds of clay are driven into, for it is better to pull up the tubes, and go a little distance off and test again, as in many cases, by so doing, water will be found.

Two men are necessary in driving the small wells; and having selected the spot where the well is to be driven, the clamp D, with its broad end uppermost, is firmly fastened by means of two bolts (the coupling at the end of the tube having been previously removed) on the perforated tube A, at a distance of about two or three feet from the point. The clamp must not be screwed too tight at first, but the bolts should be tightened after striking a few blows with the monkey C; this allows the grooves inside of the clamp D to bite into the tube A. Care must be taken to keep the bolts tightened up when driving, as the jarring of the monkey C may, in very hard ground, have a tendency to unscrew them.



The monkey or weight C is next slipped on to the tube A above the clamp D. The pair of pulleys B should now be securely fastened to the tube A about six feet above the clamp D.

The pair of ropes having been fastened to the monkey C and passed over the sheaves of the pulleys B, the tube A is elevated from the ground and placed upright.

One man now holds the tube A in this position, while another lifts the monkey C and allows it to fall two or three times on to the clamp D; this serves to force the tube A sufficiently into the ground to enable it to stand by itself. Care should be taken to adjust the tube perfectly perpendicular. Both men now pull up the monkey C by means of the ropes which have been passed over the pulleys B, allowing it to fall on to the clamp D, until by repeated blows it reaches the ground. The clamp D has now to be loosened and raised about two feet, and again fastened to the tube A, as directed above, and the pulleys B are also to be adjusted a corresponding distance higher up.

When the ground or strata is found to be very hard, the clamp D should not be fixed more than fifteen or sixteen inches above the ground, and in order to prevent it slipping care should be taken to keep the bolts perfectly tight.

This process of driving, as above described, is continued until the top of the tube comes within about six feet of the ground.

The lengthening bar F has now to be brought into requisition, by placing its small end into the tube which is being driven.

The object of this lengthening bar F is to obtain a temporary additional height of tube upon which to fasten the pulleys B, for the purpose of driving the Well Tube, until its upper extremity comes within a foot of the ground. This lengthening bar F is then dispensed with, and another length of tube is screwed on to the tube A, by means of ordinary gas tongs. The joint must be carefully white-leaded. The clamp D must be fastened on to the *fresh length* of tube, and the monkey slipped on before it is screwed on to the tube A that is in the ground. One man holds the tube upright, while the other screws it round.

Driving is again continued as before, taking care frequently to test for water with the plummet; and when the tube has been driven some depth into the water-strata, the pump may be applied.

First, *white-lead the thread screw* on the pump and screw it on the tube. Next pour in a little water into the pump to soften the bucket leather in order to prime it and make it work air-tight. A little patience may be requisite, at first to start the pump, particularly if the strata is a very close and compact one, and the best plan is to pour down a little water and by working the pump quickly and with short strokes a yield is soon obtained.

The water at first is more or less muddy, according to the nature of the strata, but by steady pumping it will in time clear up and be fit for use.

Should the ground through which the tube has been driven prove of such a clayey or sandy nature as to find its way through the perforated tube A, to any extent, so that when the pump is put on, the water cannot penetrate through the accumulation in the tube, it is necessary to use the small clearing-out tubes. A sufficient number of these must be screwed together to reach to the bottom of the Well Tube. The reducing socket has to be screwed on to the upper end of the small tubes, and the pump is screwed into this socket; this done, the water which has been poured down the Well Tube will by degrees moisten the earth, which can be pumped up through the small tube, while fresh water is being poured down the Well Tube; until, by this means, all the earth which has accumulated in the tube has been cleared out. When this has been accomplished, the small tubes can be withdrawn, and the pump having been screwed on to the Well Tube, the Well is complete.

To facilitate pouring water down the Well Tube, for the purpose of cleaning it out, a funnel is furnished, which can be screwed on to the Well Tube.

It might also happen that the Well Tube may have been driven through the water-bearing stratum; should this occur, the Well Tube can be readily drawn up to the water-stratum again.

In driving the tube, should rock be met with, or from any other cause it is found necessary to withdraw, this may be accomplished by fastening the clamp D to the tube a few inches from the ground; and by applying a lever at each side, raise it a short distance, lowering the clamp after each successive lift. Another plan of withdrawing the tube is to put the monkey C on the pipe the reverse way to what it is when driving the well, and then fasten the clamp D on the tube also the reverse way, about one foot above the monkey C. A man on each side pulls up the monkey against the clamp, and drives it upward out of the ground; when all the tubes are withdrawn, they may be re-driven in another spot. In withdrawing the tubes each length must be unscrewed as it is raised.

In some very solid strata, it is necessary, in order to open up the water-way to the Well Tube, to use a force-pump on the top of the tube, and by forcing water down under great pressure, the strata will be forced, and water communications opened to the Well Tube, and when water flow freely down the tube without forcing the operation is generally complete. This application of the force-pump is also of great service when the Well Tube may be in a "pot" of clay, in the immediate vicinity of water, for by forcing water down, a water-way is opened to the water-bearing stratum, and a good well is thus obtained.



The foregoing sketch represents another mode of driving, introducing a triped or shearlegs B B B, upon which the pulleys are carried, in place of being clamped to the tube as shown in first sketch, thus saving the time and trouble of adjusting the pulleys, also serving to steady the tubes while driving.

Extract paras 1 and 5, of a letter from E. A. Prinsep, Esquire, Settlement Commissioner, Panjab, to J. A. E. Miller, Esquire, Secretary to Financial Commissioner, Panjab, No. 38, dated 20th May 1879.

"1. Referring to your No. 443, dated 20th January 1870, I have to report for the information of His Honor the Lieutenant-Governor the safe arrival at this station from Kurachi of 4 boxes containing 6 Norton's Tube Wells, hand pumps belonging to the same, and apparatus for driving them into the ground.

5. One of these Tube wells I have made over to Mr. Saunders, Deputy Commissioner of Jalandhar, to put up in an experimental way in the Queen's Gardens. Colonel Sandilands and Mr. Wright, Executive Engineers, were present yesterday and aided Mr. Saunders in putting one into the ground. The drive down into the water-bearing stratum was most successful. The whole operation was concluded in something short of 2 hours and a small body of water was pumped up, but it was thought better to sink it deeper and allow the water to accumulate in any chamber that may have been found in the sand bed below. It is apprehended that the very fine sand into which it has been embedded may tend to choke up the supply holes in the tube."

From E. A. Prinsep, Esquire, Settlement Commissioner, Panjab, to J. A. E. Miller, Esquire, Secretary to Financial Commissioner, Panjab, No. 114, dated 10th September 1870.

"I am now able to submit report upon the further experiment with Norton's Tube wells, which I promised in my No. 38, dated 20th May last.

2. These experiments were conducted more or less in the presence of Mr. Saunders, Deputy Commissioner of Jalandhar, Mr. Pitcaithly the Superintendent of my office, and myself, Messrs. Wright and Kirby, Executive Engineers of Jalandhar and Dhaynsala, have been present and helped us with their advice.

3. As direct supervision was conducted by Mr. Pitcaithly, who has been present and taken an energetic interest in all the experiments, I have asked him to draw up a memo, which is now enclosed for the perusal of superior authority. I have been much indebted to him for the exertions he has made.

4. I regret to have to report that the results of these experiments only confirm the apprehension expressed in the 4th para of my first letter, that without sand filters these Tube wells will not work satisfactorily in the way in which they were intended to work by the inventor, though they might be turned to some account in other ways as shown in Mr. Pitcaithly's report.

5. For purposes of irrigation, even of small areas, I fear there is little hope of their being of much real use, even supposing the sand obstruction is got over; the tube is so small (only 1 inch) the pump brings up so little water compared with the labor of working it, that for all manual purposes they are not likely to be appreciated.

6. For raising water for drinking purposes I think they might do, even without sand filters, provided they are sunk in such places where the water-bearing stratum is gravelly or pebbly, free from sand, and the water supply full and con-

stant; anywhere near Jalandhar, these conditions cannot be fulfilled, for here there is nothing but sand, though the water is not deep, the springs are scanty, it frequently happens that the water supply in wells even is exhausted before half the day is over.

7. As far as I am able at present to judge, the plan carried out by Mr. Pitcaithly of digging a *kucha* well first and sinking the tube in it, then filling up so as to allow sufficient space for water to accumulate in a reservoir at the bottom of the tube might answer for drinking purposes, but the place would have to be built up of solid masonry, say 4 feet in diameter and 4 feet high, so as to form a support against the sand being drawn up and clogging the tube. This would never cost more than perhaps from 26 to 30 rupees additional over the cost of the tube wells. So that for Rs. 100 these wells might prove of use for household purposes. For supplying cool drinking water to soldiers near barracks, perhaps this plan might be tried with advantage.

8. Mr. Saunders informs me that a Mr. Keane, the Superintendent of the Nahun Iron Works, offers to supply sand filters, also bullock gear. He also understands there is some very cheap bullock gear obtainable at Madhopur, but I do not see the necessity of applying bullock power until first we find that these tube wells will answer in such places in the plains where there are water-bearing strata, or until we obtain a tube well of somewhat greater dimension than merely 1 inch width, for these only bring up but a limited supply of water quite insufficient for purposes of irrigation. This was the opinion of Mr. Kirby, when he saw the pump work in the most favorable place even close to the garden well.

9. One or two sand filters might be obtained from Nahun if Financial Commissioner thinks this desirable, and a new experiment be tried with them in the Jalandhar Cantonment.

10. I wish to know what steps shall be taken for the distribution of these 6 tube wells. My former letter contained proposals on this head. Mr. Kirby has expressed a wish that one might be sent up to him, as he believes he could make very good public use of it either at Dharmasala or Bhagsoo Cantonments, or at Palampur to be ready for the fair, or somewhere in Kangra valley. I now recommend this in lieu of my proposal to send one to Multan, where the sand difficulty it is feared, will equally apply.

11. One I should like to see tried in the cantonment in the lines of 92nd Gordon Highlanders, for drinking purposes, to be put up by the Executive Engineer in the way described in para 7 above.

12. The other four might be advantageously tried thus:—

1 at Dalhousi under Mr. Purdon's orders.

1 at Amritsar under Mr. Halsey, in the ground where the local fairs are usually held, the ground being damp and low and of cloggy formation.

1 at Lahore in the garden of any enterprising native gentleman who will try the experiment, under the supervision of Kunaya Lal, Assistant Executive Engineer.

1 might be sent to Deputy Commissioner Siālkot, to be tried in the tract of country known as the "*Charkharri Mehāl*," which represents a great irrigated zone, famous for having within it a great unseen reservoir which supplies water to more than 4,00,000 acres; a fit spot should be selected. I suggest some village in the "*Aikwala*" Circle, which lies low and where water in the wells is generally found from 20 to 25 feet, and which may happen to be on any

public road, so that if it works well, it may be used for drinking purposes by travellers, and in this way its capabilities would be brought into fair trial.

I suggest this distribution in lieu of what I proposed in paras 6 and 7 of my previous letter.

13. The distribution might be made gradually so as to allow time for the driving gear to go from one district to the other, the places are not far from each other. In this way we shall be enabled to make further trials in 6 other places; all with a different object.

14. I request that the wishes of His Honor the Lieutenant-Governor may be taken upon these proposals."

Memo on the experiments with Norton's Tube Wells, conducted in the Queen's Gardens at, Jalandhar, drawn up by order of Settlement Commissioner.

After the first experiment previously reported on, it was found that the tube then sunk would not draw, and after some unsuccessful attempts to clear it with the apparatus provided for that purpose, it was drawn up and found to contain no less than 9 feet of sand and clay. This being cleared out by hand the tube was sunk in another spot. The sinking was accomplished in less than an hour, and on the pump being fixed, a small quantity of water was drawn up, as in the first experiment, but after a short time this also ceased, and it was found that the tube had clogged. Daily efforts were made for some time to work the pump, but without effect, and at last this too was pulled up and found to be filled, as before, with sand and clay to the depth of nearly 10 feet. After cleaning, the tube was again put down in the same place, in the hope that the hole already made would fill with water and enable the pump to be worked at least for a time sufficient to allow of the sand immediately surrounding the point of the tube being drawn up with the water, but here again, after the first few strokes of the pump handle the tube got choked with sand.

Up to this time a fair trial had not been given to the "clearing tube" or instrument for removing superfluous sand from the well tube.

2. We began to despond, all our efforts to make the experiment a success had failed, and we began to doubt the efficacy of the invention. It was known that the sucking pump acted on the principle of removing the atmospheric pressure from a column of liquid, thus causing a vacuum in the pump and allowing the atmospheric pressure on the surface of the liquid outside of the pump to force up and balance the column of liquid. It was also known that in this district the water-bearing stratum was in compact, close-lying sand, allowing of no air room. How then was it possible for the atmosphere to press on the surface of the liquid outside the pump? But our doubts were solved by the opportune arrival of Mr. Kirby, Executive Engineer of Kangra, who saw no reason why the tube should not work, and accordingly had it drawn up and re-sunk in close proximity to the pakka well.

3. Here the tube was only sunk 22 feet from the surface of the ground, which is little below the surface of the water stratum, but it worked admirably, a steady flow of water mixed with a little sand was obtained and continued for an hour. Darkness coming on, work was stopped and next morning the tube was again choked with sand.

The clearing tube was then applied with great success, all the sand being pumped out in about a hour, and after that the water came up steadily as long as the pump was worked, but as soon as that was stopped, it became necessary to use the clearing tube. This had to be done 6 or 8 times during the day, and the

same number of times for 4 or 5 days after. As soon as the pump was stopped, sand settled in the tube and prevented any further supply of water coming to the surface.

4. This experiment was therefore a partial failure, for 2 reasons, (1st) that though considerable quantities of water came up the sand could not be prevented from accumulating in the tube as soon as the pump was stopped; (2nd) the trial having been conducted in close proximity to a pukka well, which was constantly worked by a Persian wheel, it was supposed that the point of the tube well had reached a hollow space already created by the fall of the sand into the pukka well, as no such hollow could be found at any distance from the pukka well, this was not quite a fair trial.

5. All this showed that without the sand filters the tubes would not work, and the Settlement Commissioner determined, with the aid of Mr. Saunders, to try whether they would work in a water-bearing stratum of pebble or stone. No such stratum could be found in this district and it was decided to make an artificial one.

Accordingly a cheap kutchra well of the usual kind was excavated, the lower portion surrounded with bands of twigs tied together to prevent the ingress of sand, and the centre (from the surface of the water only to the foot of the well) filled up with broken bricks.

Into this the tube was inserted and the excavation refilled with the earth which had been taken from it. The pump was then tried and worked admirably and continues to do so to the present moment.

6. This last experiment conclusively proves that the only hindrance to the working of Norton's tube wells in a country (like the district of Jalandhar) where the water lies in sand, is the absence of some appliance for keeping the sand out of the tube, and at the same time permitting of a free ingress of water. The sand filter is said to fulfil these conditions, but I have had no opportunity of trying it.

7. The last experiment also shows that even without the sand filters the tube wells may be made of great use to the community. The excavation of a narrow kutchra well, and the procuring of 2 or 3 cart-loads of broken bricks or kankar will not cost more than 10 rupees. For this sum, added to the cost of the tube well itself, the following advantages can be secured—(I) the well once filled in there can be no falling in of the sides; (II) no repairs will ever be required; (III) a perfectly cool supply of water can be obtained in the hottest weather, for when all access to the outer air is excluded the temperature will remain low and the direct rays of the sun can have no effect 25 feet or so from the surface; and (IV) most important of all, no surface impurities can find their way into the water, and it is therefore perfectly pure; but I must here add a caution that something else must be used to keep out the sand in lieu of twigs, which the experiment has showed us decay in the water and communicate to it a very offensive smell. This we have not yet got rid of and the water is undrinkable in consequence, but had some other material been used water filters and ice would have been superfluities in the Civil Lines of Jalandhar.

8. A tube well without sand filters put down as in the last para would thus be of great use, in a sanitary point of view, in any locality where the impurity of the water is supposed to be the predisposing cause of sickness, and those now in store might be distributed for this purpose, or they might be tried in other districts, especially those in which the water is found in pebbles or stones.

9. It may be useful to add that the tubes received (14 inch diameter) are too small for irrigation purposes unless for small plots, such as those in which tobacco and the like crops are cultivated. It has been found in practice that the working

of the pump handle involves more muscular exertion than a native cultivator is able contiguously to devote to it. Four coolies, it was found, were required to work it the whole day.

From J. A. E. Miller, Esquire, Secretary to Financial Commissioner, Panjab, to T. H. Thornton, Esquire, Secretary to Government, Panjab, No. 619, dated 19th September 1870.

In reply to your No. 438, dated 8th June last, I am directed to submit in original a letter No. 114, dated 10th current, from the Settlement Commissioner, reporting the results of the further experiments made at Jalandhar with Norton's Tube Wells.

2. This report shows that the tube wells do not answer at Jalandhar.

The sand which prevails in the water-bearing stratum of that district invariably chokes the pumps when it is used in the ordinary way. When used merely as a common pump with the end placed in a reservoir, it answers well enough, but the utility of the contrivance consists mainly of the facility of using it without making any excavation to receive the suction tube.

3. An important part of the apparatus, viz., the sand filter, was not sent out with each pump, and the absence of these has no doubt made the experiment fail. The Financial Commissioner thinks that one of the sand filters which Mr. Keane proposes to make should be ordered and tried.

4. The distribution of tube wells to—

- 1 Jalandhar Cantonment,
- 1 Dharmasalah,
- 1 Dalhousie,

recommended by Mr. Prinsep should, the Financial Commissioner thinks, be made, but Mr. Egerton would await the result of the trial of the sand filter before distributing the others. If the sand filters made at the Nahun Foundry answer, Mr. Egerton is of opinion they should be applied to all the pumps, and the remainder of these tube wells may then be distributed as Mr. Prinsep proposes, viz:—

- 1 Lahore,
- 1 Amritsar.
- 1 Sialkot.

They are of no use for irrigation purposes, but for a supply of drinking water they may be found to answer. It is probable that in case of cholera or other sickness occurring in Cantonnments they may be used in the camps to which troops are sent.

From W. M. Young, Esquire, Officiating Secretary to Financial Commissioner, Panjab, to the Commissioners Jalandhar, Lahore, and Amritsar Divisions, Nos. 10, 11 and 12, dated 2nd January 1872.

Informs him that the Settlement Commissioner has been directed to forward to him * Norton's Tube Wells for experimental use in the station of— and requests that a report on the working of these wells may be duly furnished.

* Commissioner Jalandhar 2 wells for Jalandhar Cantonment and Dharmasalah, Commissioner Amritsar 3 wells for Dalhousie, Amritsar and Sialkot, Commissioner Lahore 1 well for Lahore.

From Major W. G. Davies, Officiating Commissioner and Superintendent Amritsar Division, to W. M. Young Esquire, Officiating Secretary to Financial Commissioner, Panjáb, No. 13, dated 8th January 1872.

Acknowledges the receipt of his No. 12, dated the 2nd instant, and states that the tube wells shall be tried at Amritsar and Siálkot and the result reported, but as regards the third for Dalhousie, suggests that it be tried at Gurdaspur instead. These wells are not intended to pierce rock, and from the results of experiments elsewhere, as reported in the *Agricultural Gazette*, it is quite clear that any attempt to drive them into a mixture of earth and the gneiss which is the composition of the surface of the hills on which Dalhousie stands, would only end in the tubes being broken to pieces, whereas there is at Gurdaspur a soil very suitable for their use.

From W. M. Young, Esquire, Offg. Secretary to Financial Commissioner, Panjab, to Major W. G. Davies, Offg. Commissioner and Superintendent Amritsar Division, No. 506, dated 22nd January 1872.

In reply to his No. 13 dated 8th current, intimates that the Financial Commissioner approves of his proposal that one of the tube wells be tried at Gurdaspur, instead of at Dalhousie as previously directed.

From C. P. Hawkins, Esquire, Deputy Commissioner, Lahore, to J. W. Smyth, Esqr., Commissioner and Superintendent Lahore Division. No. 555, dated 17th September 1872.

In reply to your Circular No. 12 dated 6th January, I have the honor to report that a Norton's tube pump was received on the 6th March 1872, the driving apparatus did not reach this office till the 6th ultimo, and these required some slight repairs, clearing of screw threads &c., so that the well was not sunk till the 12th current.

2. The experiment was conducted by Mr. Bull, Assistant Secretary to the Municipality, and his memo which I enclose will show very clearly the results obtained. It will be seen that the well was twice sunk in two hours each time, this may be ascribed chiefly to Mr. Bull's skilled supervision, but that the first attempt to obtain water failed owing to the tube being choked with sand, this is mentioned as a probable cause of failure in Messrs. Barter's printed directions for driving the well. On the second occasion the patent sand filter was used with excellent effect, water being raised with little difficulty.

3. It would be useful to supply some spare washers as the pump does not work so freely as it should.

4. The diameter of the tube is too small to admit of the well being used for irrigation purposes, but I do not see any reason why a considerably larger tube should not be driven in the same way to which a V. or other double action pump might be applied, and used with really good effect.

5. At present the well is left open for inspection at the gate of the katcheri, and may be used to some extent for drinking purposes, though I imagine the Hindús will feel some prejudice against the leather sucker of the pump.

6. The driving apparatus will now be forwarded to Siálkot. It is believed that the well is to remain in this district.

Results of Experiments with Norton's Tube Well at Lahore.

The first experiment was tried at the north-west angle of the Anarkalli gardens on the mall. The tube well was sunk in two hours, the first 10 feet at the rate of $\frac{1}{4}$ inch per every stroke of the monkey, but it rapidly increased beyond

that depth to 3 inches, and continued so till it reached the water-holding stratum at a depth of 21 feet, which was ascertained by the plummet; five feet more of the tube was driven in at the rate of 6 inches per stroke, and found on sounding to contain five feet of thick muddy water. The pump was now applied, but would not work; after repeated attempts the clearing out tube was inserted and the well tube filled with water, but after three hours hard pumping the process had to be abandoned. An effort was made to withdraw the clearing tube, but it had so firmly set in the well tube that plans to extract it proved ineffectual, which necessitated the drawing up of the whole apparatus, unscrewing respectively both tubes till the perforated end with the last joint of the clearing out tube was pulled up in an hour and a quarter they were found to be thoroughly choked with 10 feet of sand, and great difficulty was experienced in separating the latter from the former.

The conclusion drawn from the above result was that a *perforated tube only* without filtering arrangements or some method to prevent the choking of the tubes, was not suited to the soil of this station, which appeared from observations taken at the time of sinking to be

Hard loam,	... 10 feet.
Clay,	... 11 feet.
Fine sand,	... 5 feet.

Total sunk,	... 26 feet.
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The second experiment was tried at a distance of 100 feet from the former spot, but with the filtering tube instead of the plain percolator. Thus, a length of 22 feet, was driven in two hours, the strata through which it passed appeared to be the same as above. When the full length was driven, soundings were taken and 1 foot 3 inches of water slightly mixed with fine sand was found in the tube well; the pump was now applied and in 26 minutes a muddy flow obtained, the pumping was steadily kept up for a couple of hours, the water clarified to a certain extent and an ordinary sized mashk was filled in 25 minutes.

The following morning, 13th instant, the soundings showed 4 feet 10 inches of water in the well, pumping was renewed in 8 minutes, a mashk filled in 20 minutes, the flow increased rapidly, a second mashk filled in 15 minutes, a third in 10 minutes, and repeated trials in 9 minutes. The pump was set going again in the evening, in 6 minutes, there was a rapid clear flow which became slightly muddy for a few moments. Some of the water was retained in a glass, and the sediments proved to be fine pure sand and mica. An imperial quart measure was carefully experimented with, and it was found that 4 quarts could very conveniently be filled in a minute, making 48 gallons per hour.

On the morning of the 14th the pump was again tried, and produced an yield in two minutes, the flow was copious and water very clear. In a minute 6 quarts were filled, or 72 gallons an hour, being an increase of 24 gallons.

From W. M. Young, Esquire, Officiating Secretary to Financial Commissioner, Panjab, to T. H. Thorner, Esquire, Secretary to Government, Panjab, No. 1199, dated 8th October 1874.

In continuation of this office No. 963, dated 11th October 1872, I am directed to report on the subsequent experiments which have been made with Norton's Tube Wells.

2. In Jalandhar Cantonment the well was first sunk in the public gardens and water found about 18 feet from the surface; the tube worked satisfactorily, but the volume of water pumped up was so small that it was only sufficient for drinking purposes. The tube was then taken up and removed to a spot near the new

Quarter Guard of H. M.'s 54th Regiment, but the guard-house was not occupied, so the well was not used.

A well was sent for trial at Dharmsala, but the Deputy Commissioner and Civil Surgeon agreed that it would be of no use in that station.

3. Experiments were also ordered to be made at Dallhousie, but in January 1872 permission was asked to make the trial at Gurdáspur instead, to which the Financial Commissioner consented. The result was reported by the Deputy Commissioner, Gurdáspur in February 1874. Three trials were made in the Sessions house garden on the dry bed of a kacha tank; in a heavy clay soil outside the jail garden; and in the Kanhwān Chāmb, where the water was only 4 feet below the surface; but with equally unsuccessful results; on the last mentioned occasion the inside of the tube was found to be choked with moist sand.

The Commissioner remarked that these unsuccessful experiments were made with the well which had been successfully used at Lahore and the result was therefore unaccountable. Three experiments were made with the same well at Siálkót, but the tubes were not long enough to reach the water-bearing stratum. The well was removed to Amritsar for a further trial. In March 1874, the Deputy Commissioner reported that the well had been roughly handled, the screw at the end of each tube being so much worn, that if the pump were driven in, it could not be got out again as the screws would not hold. The pump was accordingly sent to the Madhopur workshops for repair.

4. In April 1874 Captain Palmer, Executive Engineer, Special Works Division, reported an experiment made in the Rambagh garden at Amritsar, which was very successful. The well was sunk without any difficulty; water was found at a depth of 22 feet; the operation of driving the tubes, fitting in the pump, and obtaining the water, took about $\frac{1}{2}$ an hour, but soon the tube became choked with sand. To obviate this the tubes were extracted and the sand filter substituted, after which no trouble was experienced, and a supply of fresh water was constantly obtained. The pump remained at the same spot for nearly a week, and being used constantly did not fail to bring up the water most satisfactorily.

5. Captain Palmer observes that much care should be taken to keep the parts in good order, many of the screws were much damaged, and the screw cutting apparatus was wanting. Beyond this, there was no difficulty in driving the well and obtaining water within half an hour where the spring level did not exceed 24 feet from the surface.

Captain Palmer adds that in 1869-70, while the Amritsar Cholera Commission were pursuing their enquiries, a Norton's tube well was employed for testing the purity of the springs in and about the city of Amritsar, and was found to work most satisfactorily, the tubes being driven at pleasure in various parts of the city, and its suburbs, and water obtained from several places in one day. The addition of the sand filter is said by this officer to be a great improvement and quite sufficient to prevent the choking with sand that used to be experienced.

6. Mr. Miller made an experiment with one of the wells in his compound at Lahore. There is a well in this compound which yields very salt and utterly useless water, but within 150 yards of this well, the apparatus was sunk, and pure water obtained, as also at a further distance. The well could not be extracted without the driving apparatus.

Mr. Miller makes the following general observations on the working of these wells:—

"A trial with a tube well might often save a zamindar or a house owner from wasting money in sinking a well in a place where the water is bad.

"The sinking of the well takes only about two hours and the drawing of the tube up about half the time.

"For purposes of irrigation, even for a garden, a well of this narrow description is of no use. The quantity of water it yields is too small for any thing but drinking purposes.

"Another defect is that the so-called sand filter does not keep out the fine sand to be found beneath the soil in this neighbourhood. The only plan seems to be to go on pumping till the sand is diminished and a cavity is formed round the lower end of the tube. This however takes many hours and would be a disadvantage when water is wanted in a hurry."

"Then again the head of the pump is of too flimsy a character to stand much work. When I received the pump the pivot for the handle was broken off, and now the corresponding pivot at the other side with the projections that hold it have given way, so that the pump cannot be used. This was done by mere ordinary and careful working of the handle, and not by any negligence.

"The handle is too short to give sufficient leverage, or to allow more than one man to work it.

"The pump itself is too short to get well into the water. I used three lengths of 6 feet each=18 feet, and the perforated tube some 3 or 4 feet more, but the water is rather near the surface in my land. In most places a much longer tube would be required.

"There should also be with each well 2 or 3 lengths of less than 6 feet in order to fit on the top at a convenient height. Though 6 of these wells were supplied to the Panjab only one set of sinking apparatus was sent out by the Home Authorities, under the impression perhaps that the wells were all to be sunk in one place. The wells were sent to six different districts. The result is that each district has to wait till the previous district has done with the sinking apparatus before it can commence its experiments. In this way each experiment takes many months.

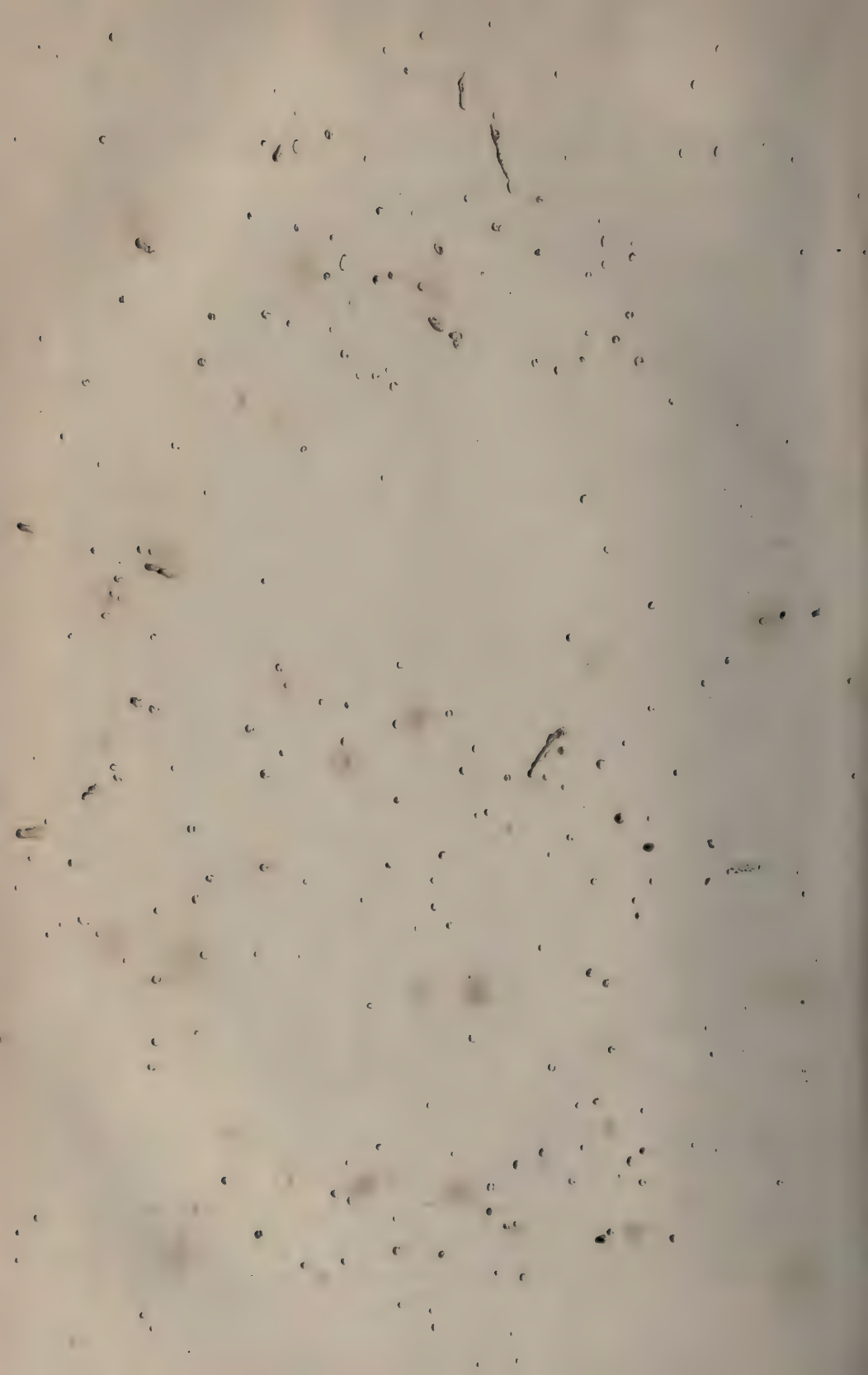
"It would be interesting to know to what extent wells have had to be abandoned in the Panjab owing to the water turning out to be salt or brackish. If the number is considerable a Norton's tube well of suitable length in every district might be useful to zamindars intending to sink wells, especially in cases where takavi advances have been granted. Possibly the risk of not finding good water deters many a man from sinking a well. This risk would be obviated by the use of a Norton's tube."

7. The general conclusion to be drawn from the above experiments is that with careful handling and with a complete apparatus, including a sand filter, the well is likely to be of great benefit in testing the purity of the water in any locality where it lies at a depth of not more than 24 feet from the surface.

8. The Financial Commissioner thinks it would be well for a selection from the papers regarding the mode of using the well and the trials which have been made with it, to be printed and circulated to District Officers, with a view to one at least with complete apparatus being obtained by the District Committee in all districts where the average depth of water from the surface does not exceed 30 feet. The wells might be lent to any persons proposing to sink a well for irrigation or other purposes, to test the quality of the water before the well is sunk. Mr. Eger-ton thinks this is the best use to which the tube wells can be applied.

From C. M. Rivaz, Esq., Officiating Under Secretary to Government Panjab, to W. M. Young, Esq., Officiating Secretary to Financial Commissioner, Panjab, No. 1784, dated 26th October 1874.

I am directed to acknowledge the receipt of your letter No. 1199, dated the 8th instant, reporting on the experiments made at various places with Norton's tube wells, and to state that the suggestion of the Financial Commissioner expressed in your concluding para is approved by the Lieutenant-Governor.



No. XLVII.—CHOYA DAMS.

From Lieut.-Colonel C. A. McMahon, Offg. Commissioner and Superintendent, Hissar Division, to the Secretary to Government, Panjab, No. 58, dated Hissar, the 21st May 1873.

ON receipt of your No. 216, of the 14th February 1873, I proceeded to the head of the Choya Nālā at Pholad, in the Patiāla Territory, where I was met by Muhammad Nāmdār Khān, Nāzim of Bhawānigarh, and by Mr. Hammer, Executive Engineer, Special Survey Branch, Western Jumna Canal.

Clearance of the Choya Nālā.

2. I have delayed the submission of my report until the present time in order to obtain the evidence of some old Government Officials, now pensioned and scattered over the country, the last and most important of whose depositions only reached me a few days ago.

Reason for delay in submission of this report.

3. A reference to the plan marked A. will show that the Choya, known as the Ghaggar Nālā, strikes off from the Ghaggar Nāddi, near the village of Pholad, in the Patiāla Territory. After pursuing a sinuous course for a considerable distance, it formerly fell into the Ghaggar below the town of Sirsā, but at present its waters are absorbed long before they reach that point.

Position of the Choya Nālā.

4. Throughout the upper portion of its course the Choya is a natural stream, and is supposed by some to be the old bed of the Sursūti, which now falls into the Ghaggar about 16 miles, as the crow flies, above Pholad. The lower portion of the Choya is said to have been either excavated or improved by the Muhammadans in the time of Firoz Shāh. The improbability of the Choya having, in its upper course, owed its origin to the hand of man, will be sufficiently evident on an inspection of Plan A. annexed, which exhibits some of its most prominent sinuosities.

Character of the Choya.

5. I failed also to detect the presence of spoil banks, of which there would probably have been some trace, were it not a natural channel.

Absence of spoil banks.

6. The bed of the Choya at its mouth is $6\frac{1}{2}$ feet above the bed of the Ghaggar.* It is ordinarily dry, but, during seasons of high flood, a larger volume of water is poured out of the Ghaggar in the general direction of the Choya than that stream can carry, and the result is the general flooding of the country on both sides of its banks. This flooding, which only lasts a few days, is highly prized by the riparian land-owners, and the Zemindārs of the Patiāla State object to any measure being adopted which, in their opinion, is likely to interfere with the extent and duration of these fertilizing floods. The object of each Zemindār in British Territory, on the other hand, is to get a large volume of water as rapidly as possible down the stream, in order that the floods of the Choya may be increased at the point where the stream passes his village.

Reasons why the Zemindārs of Patiāla object to the clearance,

* See Plans B. and C. Mr. Hammer writes:—"The actual difference at the point mentioned is 7-30 feet. Neglecting local hollows or banks in the bed, i. e., taking the mean slope of either stream, the bed of the Choya at the mouth may be taken at 6-50 feet above the adjoining bed of the Ghaggar."

7. The Zemindárs of British villages believe that the Choya brings down less water now than it did in former times, and they attribute this fact to the silting up of the mouth of the stream; whilst, on the other hand, the Patiála authorities, with some show of reason, argue that the diminished supply is more immediately caused by the removal of a bund which, it is alleged, formerly existed on the Ghaggar Naddi, a couple of miles or so below the mouth of the Choya, the effect of which was to throw more water into the Choya than would have found its way there had the Ghaggar been left, as now, to pursue its course unchecked.

The several points to be determined.

8. The object of my inquiry has been to determine—

I.—Whether the mouth of the Choya is filled with silt?

II.—Whether the bed of the Choya has silted up throughout its upper course?

III.—Whether periodical clearances of silt have been made in former years?

IV.—Whether clearing out the mouth of the Choya would yield any material result?

V.—Whether the excavation of the bed from the mouth of the Choya down to the Dhársul Bridge would, to any great extent, increase the discharge of water at the latter point?

VI.—Whether any other projects for the improvement of the Choya have been proposed in former years?

VII.—Whether the riparian proprietors in British Territory have just and equitable right to demand the clearance of the bed of the stream in Patiála Territory?

9. I now proceed to give, as briefly as possible, the results of my inquiry under each of the above heads.

I.—Whether the mouth of the Choya is filled with silt?

The mouth of the Choya is not blocked up with silt.

10. An inspection of the Choya, in company with Mr. Hammer, showed that its mouth is not blocked up with silt.

11. The Ghaggar at the point of bifurcation runs in a well-defined channel; its bed is narrow but deep, and its banks are high and sharply cut. Its stream is strictly confined to its bed, except when in seasons of flood it overtops its banks and spreads over the grass lands on either side.

12. The Choya strikes off at a right angle from the Ghaggar about 6½ feet above the level of the bed of the latter, and its banks are, like its parent stream, sharp and well-defined.

13. The bottom of the Choya along its upper course consists of pure clay. Just at the mouth there is a patch of silt about ten yards long, which would offer no material obstruction to the entrance of water. I dug through this patch of silt at its deepest point, and reached pure clay two feet below the surface. I walked along the bed for a considerable distance, and found that it everywhere consisted of clay.* There was no trace of silt. The clay in drying had split into deep cracks, and on digging here and there to some depth, it came away in solid lumps and

* Here and there where footpaths cross the stream-rail water has brought earthy matter down these paths and deposited it in the bed of the Nala, forming a small bar here and there.

flakes. Mr. Hammer, who has had experience in these matters, was quite satisfied that the substance we dug from the bed and handled was clay. I rode into the bed of the Choya at several other places, and found that it maintained the same character throughout the Patiála Territory.

14. The conclusion at which we arrived from our observations on the spot was that, with the exception of the small patch of silt above alluded to, neither the mouth nor the bed of the Choya is filled with silt.

15. The sandy particles brought down by the Ghaggar naturally, by reason of their greater specific gravity, fall to the bottom of that stream, and are evidently swept past the mouth of the Choya, which draws off the comparatively pure water near the surface.

II.—Has the bed of the Choya silted up throughout its upper course?

16. This inquiry has already been partially answered under the first head. Captain Baker's Report of 1841, furnishes data from which a further reply to this query can be obtained.

17. Mr. Hammer in a Report "on the feasibility of constructing storage works," dated July 1872, now before me, states as the result of his calculations (which he gives in detail), that the flood discharge at the Dhársál bridge, 153,000 feet below the head of the Choya, does not at present "materially differ from that given by Captain Baker" in 1841.

18. The present discharge at this point at maximum floods is 472 cubic feet per second, whilst it was, according to Captain Baker's calculation in 1840-41, 444 cubic feet per second.

Result of the above calculations.

19. It follows from the above that neither the bed nor the mouth of the Choya can have silted up to any great extent since 1840.

III.—Whether any periodical clearances of silt have been made in former years?

20. A brief abstract of the evidence of the men who gave evidence before me, is annexed. It may be still more briefly summarized as follows:—

21. The Zemindárs belonging to the Patiála State, with one exception, all declared that the mouth of the Choya has never been cleared. One man admitted that a partial clearance was effected on one occasion about 16 years ago.

22. A number of witnesses residing in British Territory on or adjoining to the Choya* were examined by Colonel Forster, Deputy Commissioner, in August 1871.† They said that the territory belonged to the Máharája of Patiála until A. D.

* The mere fact that a witness does not reside on the Choya is in itself no guarantee that he is not interested in the result of the inquiry, as many men residing in distant villages own land on the Choya, and cultivate through tenants.

† The Deputy Commissioner, in para 5 of his No. 255 of 7th September 1871, states that "periodical clearances having ceased since 1857, the channel naturally got blocked up in course of time. It is stated, however, that another channel has been since formed at a spot lower down by the force of the main stream when in full flood." I could gain no tidings such new head when on the spot, nor could the Deputy Commissioner indicate where it was to be found.

1837, and up to that date the channel was cleared out annually; that between 1837 and 1853 A. D. it was cleared out by the British authorities four times. The evidence given before me by witnesses belonging to British villages watered by the Choya was to the effect that the channel has been cleared out on two or three occasions,—once in the time of Máharája Karm Singh, and once or twice under the British Government, the last occasion being about 28 or 30 years ago, when Mirza Sháhábáz Beg was Deputy Collector. Witnesses belonging to villages not watered by the Choya, on the other hand, could not call to memory a single instance of the mouth or bed of the Choya having been cleared out.

23. Most of the witnesses who belonged to villages on the Choya alleged that the clearances made under British rule were effected by officials attached to the Fattehábád Tahsil, and particularly Parkash Rai, Táhsildár, and Mirza Sháhábáz Beg, late Deputy Collector, as those through whose agency, or by whose orders, the work had been done. I took therefore the evidence (a translation of which is annexed) of all the old Officials of this Pargannah now alive. Their evidence may be summarized as follows:—

24. *Ahmad Nabí Khán* was Naib Tahsildár of Fattehábád for six years from 1843 to 1848, and again at a subsequent period for three years. He alleges that the mouth of the Choya was cleared out year by year through the agency of the Tahsil Jamádár and Chaprásies, who collected Zemindárs for the purpose.

25. *Muhammad Najaf Khán*, now Extra Assistant Commissioner of Gurgáon, was twice Tahsildár of Fattehábád. He says that the channel was not cleared out in his time.

26. *Hargúlál* was Wásil Báki Navís of Fattehábád from 1844 till 1871. He remembers that the Choya was cleared out by Parkash Rai, Tahsildár, in 1844-45.

27. *Nabí Baksh*, Inspector of Police, Hissár, was Tahsildár and Thanadár of Fattehábád for various periods between 1850 and 1858. He states that the Choya was not cleared out in his time, but he remembers that the mouth of the Choya was cleared out under the supervision of Mirza Sháhábáz Beg. The channel itself was never cleared.

28. *Gobind Lál* was Kánúngo of Barwála from 1852 to 1858. During this period the Choya was not cleared out, but in 1845 he used to live with his father, who was Kánúngo of Fattehábád, and he remembers well that Parkash Rai, Tahsildár, and Mirza Sháhábáz Beg, Deputy Collector, caused the mouth of the Choya to be cleared out. The channel below the mouth was never cleared.

29. *Hakumat Rai* was employed in the Fattehábád Tahsil for five years from 1844. He heard that the mouth of the Choya was partially cleared out by Mirza Sháhábáz Beg.

30. *Parkash Rai*, who was Tahsildár of Fattehábád for five years from July 1844, and through whose agency the mouth of the Choya is said by the previous witnesses to have been cleared out, has no recollection of ever having done so, and has no knowledge of Zemindárs ever having performed the work.

31. *Mirza Shāhbāz Beg*, too, the late Deputy Collector, who is said by so many to have ordered the clearances to be made, states that a scheme for clearing out and enlarging the mouth of the Choya was discussed and agreed to in 1843-44, but the proposed project was not carried out, and the subject was never revived.

32. The conclusion at which I have arrived from a careful consideration of the parole evidence is, that it does not afford satisfactory ground for believing that the mouth of the Choya was ever cleared out, under the direction of British Officials. That a body of British Zemindārs may have gone on one or two occasions, on their own motion, to see what they could do towards digging out the mouth, is possible; but there is no ground for believing that they were ever allowed to, make any considerable excavation.

33. I now pass on to consider two Rubkārīs (translations of which are annexed) written by *Mirza Shāhbāz Beg* in March and April 1844, which, after diligent search, is all the documentary evidence I have been able to collect. These Rubkārīs show that in 1843-44 efforts were made to effect the clearance of the Choya, but the Maharāja objected and "expressed doubts as to the silted condition of the channel."

34. Because the bed of the Choya at its mouth was according to *Mirza Shāhbāz Beg's* calculation (*vide Rubkārī*), $8\frac{1}{2}$ * feet above the bed of the Ghaggar, he considered this fact to be conclusive evidence of the Choya having silted up $8\frac{1}{2}$ feet. There is no ground, however, for believing that the mouth of the Choya was ever lower than it is now. This will appear if we consider how the Choya may have been first formed. Flood water, overtopping the banks of the Ghaggar, flowed, we may imagine, into the natural depressions of the surface of the country, and cut a bed for itself where its velocity was greatest. The deepening of the channel thus formed, especially backwards towards the Ghaggar, would go on until the slope of the bed became so small, and the bottom current consequently so slow, that the natural tendency of the stream to deposit earthy matter in suspension in it, would counterbalance the natural tendency of running water to deepen its bed. As soon as this equilibrium was reached, erosion would cease.

35. The circumstances of the Choya seem to require that its mouth should be at an elevation above the bed of the Ghaggar. Before visiting the Choya, it was suggested to me that a cut should be made from Station X on the *Ghaggar* (see Plan A.) to Station XII on the *Choya*. But what are the facts? The bed of the Ghaggar at Station X is 8 feet below the bed of the Choya at Station XII. In order then, to carry flood water from the Ghaggar to the Choya, at the points indicated, it would be necessary to artificially reproduce the very state of things that *Mirza Shāhbāz Beg* attributed, in the case of the Choya, to the deposit of silt, *viz.*, to make the bed of the new cut at its mouth about 12 feet above the bed of the Ghaggar, so as to get a fall from the Ghaggar, to the Choya.

* Scientific measurement shows that it is now, 30 years, after *Mirza Shāhbāz Beg* made his measurement, about $6\frac{1}{2}$ feet above the bed of the Ghaggar. It does not follow from this that the bed of Choya is really lower than it was 30 years ago. *Mirza Shāhbāz Beg's* calculation may have been rough, or there may have been at the time a local hole in the bed of the Ghaggar, opposite the mouth of the Choya, which has since filled up. It is not probable that the *Mirza* took the mean level of either bed. (See note to para 6.)

36. The Mirza, however, considering the elevation of the head of the Choya (as conclusive evidence that the channel was blocked up with silt, proposed that it should be excavated to the depth of $8\frac{1}{2}$ feet for a distance of 200 yards from the mouth. Had Mirza Sháhbáz Beg's proposal been carried out, the only result would have been to have substituted a pool of stagnant water for hard clay. As water will not flow up hill, the lowering of the bed of the Choya at its mouth would not have added a single drop to the supply of water delivered by the Choya to British villages.

37. The mean level of the bed of the Ghaggar (see longitudinal Section B.) at the mouth of the Choya is 721.50 above the mean sea level, whilst at point No. XII of Plan A. (distant about 6 miles as the crow flies, and about 12 miles by stream from the mouth of the Choya), the mean level is 722 feet, or $\frac{1}{2}$ a foot higher than the mean level of the bed of the Ghaggar at the mouth of the Choya!

38. The mean slope of the Choya between its mouth and the bridge at Dhársúl (as far down as Station Nos. XXX and XXXI of Plan A.) is only 1 in 10,000 feet. Were the bed to be reduced all the way from the mouth of the Choya to the Dhársúl bridge, so as to bring the former to a level with the bed of the Ghaggar, the effect would be to bring the slope of the bed to something very near a dead level. And as the velocity of a stream depends on the mean slope of its bed, the actual discharge at the Dhársúl bridge during a flood would not be greater, after the costly excavation above supposed, than it is present. Mirza Sháhbáz Beg's plan of reducing the level of the mouth of the Choya $8\frac{1}{2}$ feet for 200 yards, would have had no effect whatever.

39. This brings me to the fourth and fifth heads of the inquiry, viz., (IV) *Whether clearing out the mouth of the Choya would yield any material results,* and (V) *whether an excavation from the mouth of the Choya, down to the Dhársúl bridge would materially increase the discharge of water at this point.*

40. The fourth head has already been sufficiently discussed in considering the character of Mirza Sháhbáz Beg's proposal.

41. With reference to the fifth head, I inquired from Mr. Hammer what would be the result in the discharge if the present bed of the Choya were deepened 3 feet at the mouth, and the channel excavated at a uniform slope coinciding with the present bed level at the Dhársúl bridge? The lower red ink line in plan C. indicates the extent of the uniform excavation proposed in the above question. The Dhársúl bridge is taken because the level of the flooring of the bridge is a fixed point which cannot be got rid of unless a scheme for the improvement of the Choya makes provision for a new bridge. The result of Mr. Hammer's calculation is that the extensive excavation proposed would only give an increased discharge of 36 cubic feet of water per second, which would be hardly worth having. Mr. Hammer was of opinion that he had taken too large a co-efficient, and that consequently the above result was in excess of the truth. I have shown his calculations to Colonel Fulton, Superintending Engineer, Western Jumna Canal, and he is of the same opinion. Mr. Hammer took 90 as his co-efficient, whereas Colonel Fulton considers that 76 would be the correct figure for the Choya. Were 76 taken as the co-efficient, the increased discharge given above would be reduced to next to nothing. In other words, owing to the mean slope of the bed of the Choya being only 1 in 10,000, the uniform deepening of the bed from the mouth to the Dhársúl bridge would yield no return for the money expended on the work.

42. I pass on to consider, in the next place, the sixth head of the inquiry, viz., the history of former projects for the improvement of the Choya.

43. The idea of improving the Choya appears to have been first entertained in the year 1836. Colonel Colvin, who was consulted on the subject,* thought that advantage might possibly be derived during the rainy season, by clearing out the Choya from Phulad to Futtehábád: by cutting through bars in its bed and by "drawing out the flood water through side cuts, so as to flood the neighbouring low lands." In consequence of Colonel Colvin's report, the Government of the North-Western Provinces appointed Captain Wakefield in 1837 to prepare plans and estimates. The first plan and estimate furnished relate to a cut from the Ghaggar so far down the stream as to be out of the Hissár District altogether. "The 2nd estimate amounting to Rs. 15,602-10-4 was for a cut near Natwan to the Choya near Sakmalpúr, with the apparent object of replenishing the latter channel below the point where its waters were principally drawn off. Neither of these projects was approved by the Superintending Engineer or Military Board, who were not satisfied that water was available to supply the proposed canal, or that any advantage commensurate with the large outlay could be reasonably expected from them."

44. The following rough sketch shows the position of Captain Wakefield's proposed 2nd cut as compared with the one called the Rangoi actually made in 1865-66, to be noted further on.

45. On the 27th March 1840, Colonel Cheape, then Superintending Engineer, inspected the Ghaggar and prepared a report "which, after enumerating several objections to the execution of Captain Wakefield's project, he stated his opinion that the most economical system, as well as the best adapted to the nature of the stream, would be, 1st, a masonry dam or weir across the Ghaggar near Phulad, and immediately below the head of the Choya branch."

46. In September 1841, Captain Baker proposed, 1st, the construction of a masonry regulating dam across the Ghaggar and Choya at the point of their separation; 2ndly, a rectification of the Choya channel.

47. The following rough sketch will sufficiently explain the position of the regulators proposed by Captain Baker.

ab. bc. proposed masonry regulators.

ef. present head of Choya.

bd. new head proposed by Captain Baker.

48. The rectification of the Choya channel proposed, consisted partly in clearing the old channel, and partly in cutting off the heads in the manner indicated in the margin by red ink lines, by which the length of the upper section of the channel would have been reduced from 18.3 to 9.72 miles, and the fall or slope increased (according to Captain Baker's calculation) from 4 to 8 inches in the mile.

* The summary given in paras 43 to 52 is condensed from Report of Captain Baker, Superintendent, Western Jumna Canal, to Superintending Engineer, under date 17th September 1841.

49. "The fall of the Choya Nála," wrote Captain Baker, "for distance below its point of separation from the Ghaggar, is in a great measure dissipated in a series of tortuous windings, which nearly double the length of its course. The want of fall thus caused affects the indraught of the Choya both by retarding its current and by choking up its head with silt brought down by the river, but speedily dropped in the comparative still water of the Nála." [This remark does not, I think, give the result of actual observation, but merely indicates how Captain Baker thought the Choya would behave. Could Captain Baker have fallen into the same error as Mirza Sháhábáz Beg? "It is evident, therefore, that a mere clearance of the channel, however complete at first, would merely have a temporary effect, as the slowness of the current would again cause the rapid formation of silt deposits; and that lasting benefit would only be expected from the increase of fall attainable by cutting off the most circuitous bends, and thus shortening the Nála's course. An actual saving of excavation also will be effected by many of the cuts."]

50. The Superintending Engineer, North-Western Provinces, in commenting on Captain Baker's report, doubted whether the supply of water in the Ghaggar would be more than sufficient to meet the demand of villages on the main stream.

Opinion of the Superintending Engineer, North-Western provinces, on Captain Baker's Report.

51. "Under the above view of the case," he wrote, "I cannot recommend the establishment of a band at Phúlád, as proposed in the report, until the sufficiency of the supply is fully established; and this could only be done by deputed an Officer to make observations during the rainy season. He might be very usefully employed also in correcting the bed of the Choya by straightening its course and reducing the slope to one uniform grade; also in disposing of the present supply to the utmost advantage by erecting dams at favorable spots, and by opening side cuts wherever practicable, all of which should be done in communication with the local authority."

Extract from the above.

52. A letter from the Military Board winds up the correspondence. The Board considered Captain Baker's report "to be very useful on some future occasion, but * * * they feared that at present it will not be practicable to follow up the investigation, or to execute any portion of the proposed works." And then the matter seems to have rested.*

Opinion of the Military Board.

53. The above extracts, which embrace the period of 1836 to 1842, throw some light on the present inquiry. They bear out what I have already pointed out, viz., that no improvement is to be hoped for by deepening the existing head of the Choya, and they show that the only real remedy is to increase the slope by cutting off the bends in the channel, and by the erection of a regulating dam in the Ghaggar.

The above extracts bear out Commissioner's opinion.

54. I think further that had it been a recognized custom in 1836 for the riparian zamindárs to effect periodical clearances in the bed of the Choya, the several officers who visited the spot could, each and all, hardly have failed to notice the fact in their reports to Government.

Had clearances been effected in 1836, the fact would have been noticed by the officers.

* I omit mention of an old scheme, recently received in connection with the project of storage works, for turning the surplus water of the Western Jumna Canal into the Choya during the rains, as this scheme has no direct bearing on the present inquiry.

55. Before leaving this branch of the subject, I note in passing that in 1865 and 1866, the Rangoi cut (shown in Plan A.) was made from the Ghaggar to the Choya by the District Authorities; the money required for the purpose having been contributed by the zamindars interested. There were traces of an old Nala called the Rangoi in existence, but as this followed the low drainage line of the country, the new channel was taken along a new line. The extent to which the Deputy Commissioner expected the Rangoi to irrigate the Choya villages, may be seen by a glance at Plan D. annexed. These expectations have, I believe, only been partially realized. It is possible, however, that the existing defects may be remedied, and some two months back I addressed Colonel Fulton, Superintending Engineer, Western Jumna Canal, on the subject. The Rangoi ought to be surveyed and reported on by a competent Engineer. If His Honor the Lieutenant-Governor is of the same opinion, I trust that the necessary instructions to the Secretary, Government, Department Public Works, Irrigation Branch, may be issued.

56. I now pass on to consider the last head of the inquiry, viz., *whether in the event of the Choya silting up at some future time, the British riparian proprietors have a just and equitable right to demand the execution of the necessary clearance in the Patiala Territory.*

57. As the result of my inquiry has been to show that the bed of the Choya has not been raised during the past 35 years to any material extent, the natural inference is that there is not much fear of its silting up for a long time to come. Whilst, therefore, I do not think the point is of immediate practical importance, at the same time, as the question has been raised in the course of this inquiry, I think it undesirable to let the discussion drop without Government asserting the right to insist on the clearance of the channel, should it silt up in future years to such an extent, and in such a manner, as to cut off from British villages the advantages they now enjoy. The Choya has been surveyed along its upper course, and should any material change in the level of its bed take place in future years, the fact could be clearly demonstrated.

58. "Rivers," writes Domat (Tome II., Book I., Section I), "are for the common use of all persons." Riparian proprietors down the stream have as much right to use and enjoy the water flowing in a natural channel as those who reside near its head. The right to enjoy the water carries with it the further right to remove any obstacle of recent growth which obstructs that enjoyment. All that any riparian proprietor can fairly claim is to be continued in the enjoyment of his accustomed privileges.

59. "Seeing," writes Domat, "the use of rivers belongs to the public, nobody can make any change in them that may be of prejudice to the said use. Thus, one cannot do any thing to make the current of the water slower, or more rapid, should this change be any way prejudicial to the public or to particular persons. Thus, he who should have an estate divided by the stream of the water, or have separate estates lying on the two banks of the river, could not, for his own convenience, make a bridge to join his two estates together. Thus, although one may divert the water of a brook, or of a river to water his meadows, or other grounds, or for mills or other uses; yet, every one ought to use this liberty so as not to do any prejudice either to the navigation of the river, whose waters he should turn aside, or the navigation of another river which the said water should render navigable by discharging itself into it, or to any other public use, or to neighbours who should have a like want and an equal right. And if there were not water enough for them all, or that the use which some of them made of it were prejudicial to others, a proper remedy would be applied, according to the occasion, by the Officers whose business it is to redress such abuses."

60. When then the deposit of silt in a natural channel deprives the riparian proprietors down stream of their accustomed supply of water, or materially diminishes that supply, I think it is in accordance with the first principle of natural justice and equity, that they should be entitled to remove the silt so deposited, and restore all parties to the enjoyment of their rights. The riparian proprietors near the mouth of the stream could no more, in natural justice and equity, claim the right to resist the removal of the silt than they could claim the right to erect a masonry dam across the stream.

61. If the Choya existed throughout its length in British Territory, the truth and justice of the principle laid down above would not, I think, be disputed. And if this be so, why should the case be different because one portion of the stream is in Foreign Territory? The principle is not an arbitrary rule of English law, but is one of natural justice and equity, the truth of which ought to be acknowledged by all nations. If the whole of the Choya were in Patiala Territory, would the Mahārāja act upon any other principle? Would he regard the silting up of the Choya as an act of God, and allow the process to go on unchecked until the stream became useless to every body?

62. The whole gist of the objections raised by the Mahārāja of Patiala is contained in the following extract from the translation of the Mahārāja's communication to the Secretary, Government, Panjab, contained in your office file herewith returned, viz., "The proposal under discussion is virtually similar to that of erection of dams; the object being to divert by artificial means (in the present case by excavation) the natural course of the stream."

63. The comparison drawn by the Mahārāja would be sound, were the dams alluded to of recent erection. From the general principle relied on in the foregoing pages, it follows that no individual, or body of men, have the right to divert the water of a river to their own use by the erection of a new *band*, to the detriment of the riparian land-owners down stream, without the sanction, express or implied, of all the riparian proprietors enjoying the use of the water. Into the general doctrine of prescription, I need not enter, but suffice to say that it is not merely a doctrine of English law, but it is also a principle of natural justice and equity, that rights may be lost as well as gained by prescription. The right to receive running water in its accustomed course without let or hindrance is called a natural easement. It is thus described by the American Jurist, Story. "*Prima facie* every proprietor upon each bank of a river is entitled to the land covered with water in front of his bank, to the middle of the stream. In virtue of this ownership, he has a right to the use of the water flowing over it in its natural channel *without diminution or obstruction*. But, strictly speaking, he has no property in the water itself, but a simple use of it while it passes along. The consequence of this principle is that no proprietor has a right to use the water to the prejudice of another." * * "But of a thing common by nature, there may be an appropriation by general consent or grant. * * Our law awards to the riparian proprietors the right to the use in common, as an incident of the land: and whoever seeks to found an exclusive use, must establish a rightful appropriation in some manner known and admitted by the law. Now this may be either by a grant from all the proprietors, whose interests are affected by the particular appropriation, or by a long exclusive enjoyment without interruption, which affords a just presumption of right."

64. The correspondence regarding the Sursuti dams is not before me, but I presume that the continuance of the dams would not have been sanctioned by Government, had the villages

concerned not have acquired the right to those dams by prescriptive right; or, in other words, had the use of the water of the Sursutí in that particular way not been enjoyed for so long a period by the villages in question, that the original acquiescence of all the riparian proprietors interested may be safely presumed.

65. The Sursutí dams, therefore, have no real connection with the subject of the present inquiry. Each case must be tried on its own merits and judged by itself.

66. In the case of the Choya, my contention is simply this, that in future, Commissioner's contention in the improbable contingency of the mouth or bed of the stream silting up and depriving the riparian proprietors down stream of the supply of water which they now enjoy, the proprietors up stream have no just or equitable right to resist the removal of the obstruction. Prescription cannot be pleaded against me, because I am supposing the case of a future event—an obstruction which, at the time of its being objected to, would, I assume for the sake of argument, be of recent origin.

67. The Hansí branch of the Western Jumna Canal, which, by the way, there is reason to believe, is the ancient *Chitang*, and Comparison between the Choya Nalá and the Hansí Canal. may therefore be justly compared with the Choya, has silted up its bed throughout its course. This state of things, I am told, greatly benefits the Jhind State, through which the Canal flows for many miles; for, owing to the rise in the level of its bed, water is thrown into Jhind at a higher level than will be the case when the silt is removed. Jhind, I understand, is anxious that the necessary clearances should not be effected. Will Jhind, I may ask, be allowed to plead that the silting up of the Canal—the old *Chitang*, is owing to the act of God, and the British Government have no right to remove the silt so deposited? Even supposing the Canal had never been cleared out on any former occasion, would the Rája be allowed to stop the clearance? If not, wherein lies the difference between the case of the Western Jumna Canal and the Choya?

68. Moreover, I remark, that if the Maharája of Patialá were allowed to resist the clearing out of the Choya in its upper course, Remarks regarding the principle relied on by the Maharája of Patialá. in the supposed event of its silting up at a future period, he would be equally entitled, on the principle he relies on, to protest against the clearance of the bed lower down the channel; for the accumulation of silt there would, to some extent, operate as a dam and raise the level of the flood line higher up stream, and thereby benefit his villages. The Maharája's principle, in fact, requires the entire abandonment of the Choya and Ghaggar to nature.

69. In conclusion, I have the honor to state that I have made no attempt to effect a compromise with the Patialá officials. According to the view I take of the case, no compromise is necessary, for no immediate clearance of the Choya is required. However, I gathered from Muhammad Namdar Khán, Názim, that the compensation the Maharája desires as the price of any concession he might make, is either a grant of British villages, or the destruction of the *bands* on the Sursutí. The former is contrary to the policy of Government, and the latter I could not recommend in the present state of my information regarding the Sursutí dams. If the Sursutí villages concerned have acquired rights by prescription, I do not see why they should be deprived of those rights—supposing a legal power so to deprive them be vested in Government in order that the position of other villages on the Choya should be improved.

From Colonel J. Crofton, A. E., Joint-Secretary to Government, Panjab, P. W. D., Irrigation Works, to the Secretary to Government, Panjab, Civil Department, No. 28941., dated Lahore, the 16th July 1873.

I HAVE the honor to acknowledge the receipt of your letter No. 793, dated 9th June 1873, forwarding a report by Lieutenant-Colonel McMahon, Commissioner, of Hissar, of the dispute regarding the clearance of the Ghaggar Nullah, locally known as the Choya.

The enquiry seems to have been very thoroughly made, except in one or two particulars to be noted hereafter, and all the facts elicited as far as is possible in the absence of records, and considering the length of time in which the dispute appears to have been pending.

2. The investigation was divided by Colonel McMahon into seven heads; the main points being whether the channel is silted up, and whether any clearance of silt were made in former years.

3. On the first two heads, viz., whether the mouth of the Choya is filled with silt, and whether the bed is silted in the upper part of its course, the conclusion arrived at is, that it has not silted to any material degree. This is based mainly on the fact that the soil of the bed generally is clay.

From his 15th para. Colonel McMahon appears to consider that silt must be composed of sandy particles or pure sand. This, however, is by no means generally the case, especially in streams where the current velocity is slow, as it is in this locality in the Ghaggar, and the fact mentioned in the 13th para. of the clay in drying having split into deep fissures, seems to indicate that this clay is a deposit from the river floods. This cracking of the deposit when drying, unless it be almost pure sand, occurs everywhere, notably along the Indus in the lower portion of its course through the Panjab.

It is not mentioned to what depth the excavations (para. 13) were carried, but to decide satisfactorily whether this clay was deposit or not, the boring should have been carried down (judging from the levels of the bed) some 10 or 12 feet, and excavations should also have been made in the ground adjoining the channel.

In the Settlement Report of 1840, alluded to in the correspondence, it is stated that the "duker" or meadow lands along the Choya were very fertile, owing to the rich deposit from the Ghaggar water. And in Captain (now Major-General) Baker's Report of 1841, it is mentioned that an old bridge over the Choya near Zufferabad, about half way between the head and termination of the Nullah, was silted up to the crown of the arches, but that formerly it was said a man on horseback could pass under it.

4. That the channel has silted up thence, I think, evident, but the question now is what silting has taken place since the villages at the head were transferred to Patiala, which, as I stated in a former Memo., could not have occurred before 1842, as a letter, dated 20th October 1841, from the Secretary to Government, North-Western Provinces, is on record, in which the transfer is alluded to as *under contemplation*.

5. I should mention here that the deposit in a case of this kind, where the velocity of the current in the main stream is so small, would extend much further from the actual head of the side channel, than when the velocities of current are high, as in the upper portion of the Ghaggar's course near the hills, and consequently carry heavier silt in suspension.

6. Captain Baker's investigation took place in 1841 and the land below the mouth of the Choya, which the Patiala people stated to Colonel McMahon (*vide* page 7), formerly existed there, must have been removed some time before as Captain Baker does not mention it. Such was the silted state of the channel however at that time, that a permanent dam across the Ghaggar and a clearance of the channel not only at the head, but throughout its course, were considered absolutely necessary, to ensure the passage of the water into the Choya, when any did come down the Ghaggar.

7. The clearance of the bed for 300 yards from the mouth proposed by the Deputy Collector's proposal in 1844 useless. Deputy Collector, Mirza Shāhbāz Beg, in 1844, (*vide* para. 38) would, the levels clearly shew, have been labor thrown away; to be of use, it must have extended much further.

8. Whether the bed has been further raised by deposit since Baker's investigation, it is no easy matter to decide with any measure of certainty, as unfortunately any level marks made at that time have long since been obliterated, yet a comparison as far as can now be made of the levels of the beds leads me to believe that the Choya for some miles at least from its head has been raised some 3 or 4 feet at least.

The total fall between the bed of the Ghaggar at the head of the Choya and the bed of the latter at the old bridge near Zufferābād mentioned above, was, according to Baker's levels, 29 feet. From the levels lately taken the heights above mean sea level of these two points are—

Bed of Ghaggar	716.90
Do. Choya	686.68
Total fall				30.22

Or a difference of only 2 feet.

This seems to prove that the bed of the main Ghaggar has not altered much, as the level of the silted up bed at the old bridge is necessarily much the same as it was.

Again the floor of the dam projected by Captain Baker was on the level of the bed of the main Ghaggar, and the bed of the proposed new Choya channel was commenced from that level, and in the section of that channel the depth of excavation for some distance from the head was $3\frac{1}{2}$ feet.

Now the levels lately taken give the mean heights of the beds of the channels at the bifurcation as follows:—

Bed Main Ghaggar	716.90
Do. Choya	726.00
Difference				9.10

Colonel McMahon states that Mr. Hammer makes the difference between the mean heights $6\frac{1}{2}$ feet; but even with this reduction there is a difference in depth of $3\frac{1}{2}$ feet, which must be due to rising of the bed of the Choya.

9. The comparison of the discharge of the Choya at present with that given in Captain Baker's report, described in paras. 17 and 18, cannot I think be taken as a reliable basis on which to form a conclusion, as to whether the channel has silted or not. Captain Baker's results were obtained by taking the section and actual surface velocity at the head of the channel; while Mr. Hammer's are based on the section 29 miles below the head, and on velocity calculated from the surface slope and section which, in so irregular a channel as this, must at the best give very uncertain results.

10. On the main point, whether any clearance has been made since the villages at the head were transferred to Patiála, which is discussed under the 3rd head (paras. 20 to 38), I think no other conclusion is possible than that arrived at by Colonel McMahon, *viz.*, that there is no satisfactory proof that a clearance to any material extent was ever effected by the British villages of their own motion or under the direction of British officials. The proposal recorded in the two Rubkarís mentioned in para. 33, I have stated above, could not, if carried out, have been of any practical benefit, and the Mirza's evidence (para. 31) seems to be conclusive that his proposal was not carried out.

11. In fact, to be of any real use, the Choya channel must be cleared for many miles from its head, and even then without a band in Ghaggar it would hardly be worth the cost, as was the opinion when Captain Baker's project was drawn up in 1841. This question is discussed under the 4th and 5th heads in paras. 39 to 41.

12. The 6th point in the enquiry relating to former projects for improvement of the Choya is discussed in paras. 42 to 55.

The only matter in this on which I need remark is the Rangoi Canal, which Colonel McMahon considers may possibly be improved. In a report lately submitted regarding the possibility of storing water in this region and utilizing it more economically than at present, a brief description is given of this channel.

The head is on the main Ghaggar about 15 miles below the Choya bifurcation. At this point the bed is 4.72 feet above that of the Ghaggar, 10 feet below the ground surface.

In the first three miles, 1,500 feet, the slope is 1 in 6,857.

In the next four miles, 3,900 feet, the slope is 1 in 12,878.

And in the last four miles, 3,605 feet, it is 1 in 3,786.

Now, as all the water which enters the channel must be either used for irrigation or lost by evaporation and absorption, it is clear that the value of the cut depends on the quantity of water which can be turned in at the head, and here just as in the case of the Choya this cannot be secured without a band in the main Ghaggar, even were the cut deepened, it would very soon silt up again.

13. The general question discussed in para. 56 to the end of the right to clear out a channel, if it is proved to have silted up, touches on points which have formed subjects of dispute for many a long year, in connection with these rivers, for, as observed by the Patiála authorities (para. 62), it is cognate to that of the erection of bands.

14. In the absence of the recorded facts, I think there can be little doubt that the advance in the value of cultivation has, of late years, led to the subtraction of more water than formerly from the Sursúti and other feeders of the Ghaggar, so that the assertion of the people in the neighbourhood of the Choya, that less water has come down the Ghaggar than formerly is most probably quite correct.

15. The conclusions then I draw from all the facts that can now be ascertained may be summed up as follows:—

1st.—That the bed of the Choya has silted, not only close to the head but for some distance along its course.

2nd.—That no partial clearance near the head would be of any material benefit.

3rd.—That no such general clearance, as would be really useful, has been made since the village at the head of the Choya were transferred to Patiála.

4th.—That even if a general clearance were effected, the benefit would not last long without the aid of a dam across the Main Ghaggar.

5th.—That the aggregate quantity of water which reaches the head of the Choya in any season is, there is reason to believe, less now than it was formerly.

16. For the future to put an end to all disputes as to the fact of the channel

Permanent marks advisable.

silting, higher than it is at present, it would be advisable to establish a permanent level mark, say a bar of good masonry across the bed of the Main Ghaggar at the bifurcation, the level of which should be connected with the general series of levels, which

have been most carefully taken within the last two or three years. The site of this bar however would be in the Patiála territory, and it would therefore be necessary to construct it by permission of the Maharájah, and the Patiála authorities should be responsible for its protection from injury.

17. The original enclosures received with your letter under reply, are, herewith returned, a copy of Colonel McMahon's report having been taken for record in this Office.

From Colonel J. Crofton, R. E., Chief Engineer, Irrigation Works, Panjab, to the Secretary to Government, Panjab, No. 2928 I., dated Lahore, 19th July 1873.

In continuation of my letter No. 2984 I., dated 16th instant, regarding the

No. 160, dated 31st October 1844, from Offg. Superintendent, Bhatti Territory, to the Commissioner of Delhi.

Letter dated 27th October 1844, from Joint Magistrate on Special Duty, to Offg. Superintendent, Bhatti Territory.

Letter dated 27th October 1844, from ditto, to the Commissioner of Delhi.

No. 587, from Secretary to the Sudder Board of Revenue, North Western Provinces, to Secretary to Government, North Western Provinces.

No. 315, dated 20th November 1844, from Commissioner of Delhi, to Secretary to Sudder Board of Revenue, North Western Provinces.

No. 1164, dated 20th March 1845, from Secretary to Government, North Western Provinces, to Secretary to Sudder Board of Revenue, North Western Provinces.

as 1844 to any operations on the Choya within their territory.

2. Mr. Vans Agnew in the letter dated 27th October 1844, recommending the carrying out of Captain Baker's scheme of 1841, and combating the objections subsequently made to it, does not mention any clearance having ever been carried out in the Choya, which it may fairly be presumed he would have done had such ever taken place, when dealing with the subject so comprehensively as in the above letter.

3. In the 5th para Mr. Vans Agnew seems to allude to objections which Patiála might make, if they had not already been made.

4. Some other correspondence accompanied that of which copies are annexed, but as it only refers to the bands on the Ghaggar and its feeders above the Choya bifurcation, I have not forwarded it.

dispute as to clearance of the Ghaggar Nala (or Choya) in the Hisár District. I have the honor to forward copies of correspondence as per margin, lately received from the North Western Provinces' Government, from which it may be inferred that objections were made by Patiála so far back

From Major F. Mackeson, Offg. Superintendent, Bhatti Territory, to the Commissioner and Superintendent, Delhi Division, No. 160, dated 31st October 1844.

At the commencement of the flooding of the Ghaggar this year Mr. Agnew finding me prepared to engage in inquiries on the subject, offered me the use of some notes he had been collecting relative to the extent of former inundations. I begged of him as he had already given much attention to the subject to complete his inquiries, and he has now submitted the result in a report to you, which I have much pleasure in forwarding with copy of his letter of the 27th ultimo to my address.

2. My observations of this year's inundation confirms Mr. Agnew's opinion that in high floods there is an excess above the wants of the people, a waste of water flowing in the main channel of the Ghaggar both by its overflowing its banks and by its not subsiding in time to admit of the bed of the Naoli being cultivated for the Rabi. This excess could always be turned to profit if encouraged for the Choya Channel by works to be erected at Phulad.

3. The only lands that might suffer from the withdrawal of any portion of the supply of water from the main stream of the Ghaggar are the Naoli lands of Rannah, but these are in a condition only to benefit by a very high flood which may occur once in seven or eight years, and I should not put the uncertain returns to be derived from them in competition with the comparatively certain returns that may be expected from irrigation from the Choya branch for which the floods of ordinary years should be sufficient.

From P. A. Vans Agnew, Esquire, Joint Magistrate on Special Duty, to the Offg. Superintendent, Bhatti Territory, dated 27th October 1844.

Having now completed the enquiries I have been making, with your concurrence, into the Ghaggar inundations, I submit the result in a report to the Commissioner, which I will thank you to forward with any remarks that you may have to make.

From P. A. Vans Agnew, Esquire, Joint Magistrate on Special Duty, Bhatti Territory, to the Commissioner and Superintendent, Delhi Division, dated Camp Mumbah, Pargannah Wattoo, 27th October 1844.

When I had the honor to take charge of the office of the Superintendent, Bhatti Territory, in October 1843, I was obliged to state my inability to comply with your requisition for a report on Ghaggar for the year 1842. No registers had been kept, nor observations of the river been recorded relating to that year, and my recent arrival in this part of the country precluded the possibility of my possessing the requisite information. The same facts hold good in relation to the inundation of the year 1843. It is even now impracticable from a total absence of written information to give more than a general character of the Ghaggar irrigation during those years. But having in the meantime collected all information in my power, and enjoying the advantage this season of observing the first high flood which has occurred since the foundation of Sirsa was laid, I am in hopes that I can lay before you some fresh information on the subject, and perhaps obtain your concurrence to the proposition which I shall venture to make.

2. By reference to the "Report on projected Canals in the Delhi Territory," I perceive that the economy of the waters of the Ghaggar formerly occupied the serious attention of Government, and that the latest information on the subject is contained in Captain Brown's "Report on the Ghaggar and Sursuti Rivers in the District of Hissar," dated the 4th July 1840, and Captain Baker's "Report on the Ghaggar," dated the 17th September 1841, forwarded with letter No. 1685, from the Military Board, of 18th October 1841.

3. The information contained in these papers may be briefly summed up thus,

- (a.) *Vide* Report on, rejected Canals, page 12, line 21, *ad in.*
 - (b.) Page 13, lines 5—16.
 - (c.) Page 8, lines 15—16.
 - (d.) Page 14, lines 19—25.
 - (e.) Page 15, line 30.
 - (f.) Page 23, lines 15—19.
 - (g.) Page 23, lines 20, 21.
 - (h.) Page 27, lines 24—26.
 - (i.) Page 28, line 1—16.
 - (j.) Page 29.
 - (k.) Page 124, lines 1, 2, 32, 33, and 125.
- that further information is required as to the annual supply of water at Phulad.

4. On these reports the following observation was made in letter from Secretary

* Page 2, line 4. to Government, North Western Provinces, dated 20th October 1841, to the address of the Secretary, Sudder Board of Revenue.* "The Board are, however, aware that it is now in contemplation to restore to the Patiala State a great portion of the villages which, would be affected by this measure, and amongst them, it is believed the very tract above Phulad, which would be the site of the proposed embankment. Supposing then that the measure is in every other respect quite advisable, its execution must be postponed till the final adjustment of that long pending dispute."

5. This point has been settled. Phulad and two or three villages in its vicinity including two or three miles of the lower branch or Choya have been given over to Patiala. But assuredly this cannot be an invincible obstacle to the only measure which can ever improve the revenue of the Sotur lands of Hissar and Bhattiana, and which will not interfere in any way with the rights of Patiala should the scheme be worthy of approval. I cannot look upon the possession of Phulad by a foreign State as a fatal lumine objection.

6. I am well aware that the present are not times to suggest outlay on the part of Government, and have observed the decided opinion expressed by the Military Board in their letter No. 4660, dated 3rd December 1842, to the address of the Hon'ble the Lieutenant-Governor, para. 13 (printed in the recently published Collection of "Documents relating to the Rohilkhand Canals"); that it is the interest of Government to limit its outlay to the Ganges Canal till the returns from that undertaking commence. But the policy of economizing the waters of the Ghaggar may be discussed on very narrow grounds. Let the annual supply of water be great or small, greater or less will still be the profit of Government in the increased area of irrigation on a rectified channel assisted by a weir compared to that on the present unprofitable line taken by the water on the upper branch, and the almost obliterated head and choked up channel of the Choya.

7. It is much to be regretted that careful observations were not kept up during the rains on the Ghaggar and Choya, as we should then have had the means of comparing the supply of 1842 and 1843, with that ascertained by Captain Baker in 1840 and 1841. This year has, however, shown as a high flood, and so immense is the difference of supply that it becomes evident Captain Baker's scheme would be inadequate in similar cases, and that he never anticipated having to provide for so great a body of water. In addition to this we can shew that the proportion of high to scanty floods has been as 10 to 12 during the last 22 years, and as taking into consideration the nature of the river we may fairly expect a similar proportion for the future. Captain Baker's plan would appear to require modification.

8. I beg to submit a few remarks on his proposition; 1st, on deflecting the waters of the Ghaggar; 2nd, on the manner in which he recommends so doing.

9. Captain Baker thus most correctly describes* the irrigable land of the upper branch. "The cultivation of the main Ghaggar being confined to the river bed (which is liable to floods till September) no Kharif crop can be raised; but the Rabi is sown in such lands as have been thoroughly saturated by the rain floods.

"The borders of Dhunur and similar hills are ploughed up and sown with grain as the water recedes, but it is said that irrigation from them is prohibited on the somewhat questionable plea that the water is required for drinking purposes. The kunds are generally useful for irrigation and watering cattle. From this it would appear that a regular small stream is not required in the main Ghaggar, but that a few floods to fill the hills and kunds and saturate all the culturable land in the bed of the river would be sufficient for all useful purposes." Colonel Cheape is (in page 8, line 11) "quoted as insisting that the pastoral habits of the people, and the depth of wells, render it necessary that water for cattle be stored up in the Dhunur hills and in other similar hollows or kunds, abundantly to be met with in the bed of the Ghaggar." Again, the Officiating Superintending Engineer (in page 125, line 17) writes—"Lieutenant Robinson also assures me that there is never more water than sufficient for the wants of the people naturally poured down the Ghaggar, and (below same page, line 33) again, it is much to be doubted whether the (1693, 621, 440 cubic feet) be sufficient for the demands of the Ghaggar; I mean for the demands which right of long possession has entitled them to." A glance at the accompanying map will shew the correctness of Captain Baker's account. The whole Dhunur lands in the main branch are 32,400 acres, of which almost all which is not actually in the bed is in our parganahs of Tohana and Raattia in the Hissar District. The idea that any real importance attaches to the hills and kunds for drinking purposes either of men or cattle is quite unfounded. Lieutenant Robinson's above quoted assertion was general, and of course given upon his own experience, and as the years of his residence were all of drought, no doubt no person in the district was likely to assert there was no superabundance of water. But I have quoted the above opinions at some length to do away with the impressions of those opposed to Captain Baker's, much good would be done to the cultivators of the bed of the Ghaggar by preventing more water flowing into it than would dry off before the sowing season, and guarding them against late freshes, which in so confined a space, yearly destroy great part of their crops, but which if permitted to lose themselves on the wide meadows of the Choya would do more good than harm. On the main branch a fixed quantum is required, which a few years experience would determine, while too much can never be poured down the Choya as I shall proceed to show.

10. Captain Baker's experiments determining the discharge of the Ghaggar
 * Appendix C. were made during the year 1841 which the accompanying statement* of revenue will prove was a most unfavorable season, only $\frac{1}{3}$ th of the

† That of 1837. amount collected during the last high flood† was assessed during year. His estimates therefore of the discharge, consequent profits, &c., must have been founded on a minimum, not an average year. His very able and valuable report was further drawn up from observations necessarily made in haste, and he was unable from press of time to proceed in person to the lower portion of the river. Hence it is that he appears unconscious that the season of 1842 was a minimum one, and that the Ghaggar ever reached beyond the Dhunúr Jhil, where—

† Appendix B. as the statement† will prove it has reached. Bhatnér upwards of 30 miles further nine times during the twenty years 1823-42 inclusive, and we have seen during 1843 and 1844 it has once failed and once reached again. This is an omission of no small importance as it both involves the failures or success

§ Rs. 22,700 of which only of the revenues of pargannah Rania, the extent of the Dhunúr land of which the accompanying map|| will shew, Rs. 11,050 were collected in and renders arrangement necessary for the outlet of the 1842. immense surplus body of water, for which Captain Baker makes no provision beyond Mulhur on the Sirsa and

|| Appendix A. Fattíhabád boundary.

11. To us who are spectators this latter necessity appears very obvious, but the attempt to shew in figures the actual quantity of water discharged by the Ghaggar and Choya in a flood similar to the present from the data which alone we possess is, I fear, impossible. I think, however, an approximation may be obtained in the following manner. We know that the flood of this year has been one of the highest remembered. It has reached (20 miles beyond) the Bikanér frontier, thoroughly inundating all the Dhunúr lands of Hissár, of part of Sirsa, and of the whole

* Page 24, line 25, of Report on projected Canals. one of the characters thus described by Captain Baker.—

It will be seen “that the Ghaggar near Phúlád occupies a nearly flat valley varying from two to three miles in width and unequally divided by a channel 80 or 90 feet wide and 12 or 15 deep. There are times, however, when the water is said to rise two or three feet above its edges and to fill the whole of the valley.” From local enquiry we know that the Ghaggar this year did so, and by comparing the present height of the water with the traditional flood marks we know that when the “row” reaches Bhatnér it always must fill the valley to much lower down than Phúlád.

† NOTE.—Just above the separation of the Ghaggar and Choya. To ensure against exaggeration let the valley† be assumed at 2,000 feet in breadth and $1\frac{1}{2}$ feet in mean depth the channel at 80 feet in breadth of which let 40 be taken at 12 feet mean depth and 40 at 6.

Let the velocity be assumed that observed by Captain Baker at Phúlád in 1841 or $2\frac{1}{2}$ per second, though obviously more is due to a much higher flood, and let the time of discharge also be the same or 24 days, as we have already had as much this year. Any late freshes we may have to be clear, excess.

Then sectional area $2,000 \times 1\frac{1}{2} \times 40 \times 12 \times 40 \times 6 = 3,720$, and the discharge = section area \times velocity = $3,720 \times 2\frac{1}{2} = 9,300$ per second. Take 9,000 cubic feet per second as the discharge in round numbers, and for the whole period of 24 days, as we know there was little or no decrease of the flood for that length of time.

Then 24 days' discharge at 9,000 cubic feet per second, = 18,662,400,000.

From this may be deduced that as the total discharge of the Ghaggar in 1841 is to the total discharge of the Choya in 1841 so is the probable discharge

Note.—This year Cultivators on the main Ghaggar will be unable to sow an acre and have chiefly irrigated elsewhere to cultivate their rabbi.

of the Ghaggar in 1844 to the probable discharge of the Choya in 1844, or

As 4,106,476,800	:	622,907,200
... 18,662,460,000	,	2,820,277,528

Probable excess of 1844 over

1841 ... = 2,197,370,328

Also as the total discharge of the Ghaggar in 1841 is to the total discharge of the Choya in 1841 had it been rectified according to Captain Baker's plan, so is the probable discharge of the Ghaggar in 1844 to the probable discharge of the Choya in 1844 had it been rectified according to Captain Baker's plan, or

As 4,106,476,800	:	2,322,855,360
... 18,662,460,000	:	10,556,508,167

Probable excess of 1844

over 1841, had the Choya

been rectified

= 8,233,652,807

Captain Baker says that 2,322,855,360 cubic feet of water would be more than sufficient for the wants of Hissar as far as the Sirsa boundary. We know that this year it has been fully supplied, as also a part of Sirsa. The estimate therefore of 28,202,775,528 cubic feet here calculated may perhaps be a tolerable approximation. In that case suppose the Choya had been rectified according to Captain Baker's scheme, what was to become of the excess of 8,233 millions of cubic feet which would have found their way to the end of his excavation? Would not this enormous body of water most probably cause great injury in the flat valley of the Dhuñūr lands of Sirsa, and is there not a risk that were one-half the stream to come by the lower branch without an outlet through Sirsa, it would there be stayed while the remaining half would not be able to overcome the obstacles that create the Dhuñūr and Anaki jhīl, and thus the Pergannah of Rania be entirely deprived of the advantages of irrigation.

12. I do not expect that my approximation in figures to the probable discharge of the Ghaggar during this year will meet with much attention, but adverting to

* (See Appendix C.)

the facts that in 1841 the collections* from the irrigated lands of Pergannah Fattināb amounted to only 3,173 rupees, and those from Pergannah Rania to only 1,050 rupees, and that this year the same quantity of land has been irrigated as enabled then in 1838, to yield respectively Rs. 26,915 and Rs. 21,000† that the waters of the Ghaggar have further

† Note.—This sum is the Jāma of the Pergannah; the profit of the Zemindārs was known to be immense.

reached 20 miles beyond our frontier; that the water stood 8 feet higher on the water gauge in the wide jhīl of Dhuñūr this year than in 1841, and in proportion throughout; and that similar floods have occurred ten times during last 22 years. Adverting to these facts, it appears to me that we have obtained an important item of additional information as to the supply of water of the Ghaggar, and have also reason to calculate on much higher average profits from making use of the more profitable line of the Choya than Captain Baker's experiments in a minimum year warranted him in expecting.

13. It now appears that whatever arrangements are made must be such as will accommodate very large bodies of water as well as economize scanty floods. If then, my opinion be found correct, that for the upper branch of the Ghaggar a certain small fixed quantum is required and that the whole of the rest of the "row"

† Note.—Say by banding the half of the valley on the Ghaggar side and by constructing the sluice Choya of a greater breadth than the main Ghaggar one.

be turned down the Choya, it only remains to adopt the regulating dam at Phulad to this purpose and carry on the rectification of the channel through Sirsa to a junction with the main stream. The additional expenses will be obviously recompensed by corres-

ponding yearly profits, since the prolongation of canal here suggested is through a soil fully adapted for irrigation.

14. The annexed statement (C.) of revenue collected from the Choya villages in each Pargannah of Hissar and Bhattianah, through which it takes its course, will shew that during the seven years 1837-1843 inclusive, the receipts were on the whole in the following proportions: $\frac{1}{4}$ th, 1, $\frac{1}{2}$, $\frac{1}{4}$ rd, $\frac{1}{4}$ th, $\frac{1}{4}$ th $\frac{1}{4}$ nearly. The villages of the first Pargannah Jahannah are fixed at an average of $2\frac{2}{7}$ th annas per acre which is a merely nominal assessment and being the nearest the Phulad, would pay eight times as much at least were the proposed improvements carried out. The same may be said of Ruttia. Further, this rate of increase would be certain. The Nala villages of Pargannah Fattiabad are held in Kham and would be settled at more than its highest receipt of Rs. 26,915, and also certain. Those of Pargannah Sirsa paid in 1837 a Jama of Rs. 15,720, which has now fallen to Rs. 10,155, and that is never realized. This year's high flood has shown that unless something is done to open the channel, the Sotur villages of Sirsa will be ruined. The prospects of Pargannah Ranfa under an improved system must be determined by the measures recommended by a competent person. But the villages which in 1842 paid only Rs. 385 out of a Jama of Rs. 22,000, cannot be affected except for the better. My rough estimate of increased revenue would be therefore, omitting Pargannah Ranfa thus—

* 2,442		Rs.	
8			
19,539		* Tohanna	
† 210		... 19,536	
8		† Ruttia	
1,680		... 1,680	
		Fattiabad	
		... 27,000	
		Sirsa	
		... 15,000	
		63,016	
		The average of last seven	
		years' receipts†	
		... 16,283	
		Yearly increase	
		... 46,733	

† 1837	...	Rs.
1838	...	7,638
1839	...	40,406
1840	...	38,069
1841	...	19,982
1842	...	9,271
1843	...	7,298
	...	11,328
	7	1,13,987
		16,283

* Thus the unexpected high flood of this year destroyed the whole of the rice crop in Fattiabad, which being Kham, Tahsil, Government will probably lose between 3,000 and 4,000 rupees.

16. From the considerations above detailed I am induced to submit the following proposition for such notice as you may conceive it to deserve; that a reference be made to the Hon'ble the Lieutenant-Governor, North-Western Provinces; (1st), with a view to obtaining the concurrence of the Patiala Darbar to the construction of such work at Phulad and the villages below it as may hereafter be deemed advisable; (2nd), to sanction the appointment* of an Engineer Officer, as soon as possible,

* This measure has been frequently recommended, but if not complied with early in this instance, little hope can remain of ascertaining the discharge of the Ghaggar for this year, and it is doubtful if there will be so high a flood next year again.

15. It is obvious that to increase the volume of the Choya is artificially to increase the regularity of supply, which again in a still higher degree tends to the security of the crop as it makes it worth the attention of the zamindar to expend capital in artificial expedients, such as banding in water in his Rabbri or wheat fields, banding out an excess of water in his rice* khets, constructing reservoirs, which would make him independent of rains, &c. By all these are the probabilities of profit multiplied.

to report scientifically on the discharge of the Ghaggar of this year in as far as that may be ascertained by flood marks, &c., and in case his enquiries should confirm the opinion that Captain Baker's scheme is inadequate to be most advantageous to the disposal of high

floods (which may be expected in a proportion of 10 to 12 or nearly); that he report on the measures which will carry out Captain Baker's principle in the most economical manner, with the greatest prospect of recompensation.

17. I have to apologize for the unusual length of this report. The importance of the subject to the welfare of this tract is the best excuse for any attempt to assist in its improvement.

From H. M. Elliott, Esq., Secretary to the Sudder Board of Revenue, N. W. Provinces, Agra, to the Secretary to the Government, North-Western Provinces, Agra, No. 587 of 1844.

I AM directed to request that the accompanying papers respecting the inundation of the Ghaggar may be laid before His Honor the Lieutenant-Governor for his consideration and orders.

REVENUE.

Present:

T. J. Turner, Esq., Senior Member.

and

H. S. Boulderson, Esq., Junior Member.

2. The Board consider that the Report of Mr. Vans Agnew renders it a matter of certainty that a very large increase of revenue, founded on a great amelioration of the country, must be the immediate effect of the proposed works at Phúlád. This increase of revenue is estimated by Mr. Vans Agnew on apparently solid data to be about Rs. 46,000 per annum, but if it be assumed to be only half of that sum, still as the estimate of the expense made by Captain Baker was at the outside Rs. 34,000, and, if 20,000 more be added for the increased magnitude of the works (rendered necessary by the ascertained greater body of water to be managed), still there seems to the Board no doubt that the measure would yield to the Government 50 per cent. on the outlay.

From T. T. Metcalfe, Esq., Commissioner of the Delhi Division, to the Secretary, Sudder Board of Revenue, North Western Provinces, No. 315, dated Delhi, 20th November 1844.

IN continuation of my letter No. 232, dated 8th August last, and with reference to correspondence as per margin, I have the honor to submit the accompanying report from the Officiating Superintendent of Bhatnára, forwarding one of much interest from Mr. Vans Agnew employed on special duty in those districts.

Commissioner's docket No. 96

Do. do. " 96 A

Do. do. " 96 B

and enclosures.

31st
March 1845

Board's letter No. 92, of 7th April 1843.

2. The object in contemplation is by the construction of suitable works at Phúlád, at which point the upper and lower branches of the Ghaggar separate, to regulate the flood of water so as to prevent wastage and inundation of lands, which might otherwise be successfully cultivated for the Rabbí, and at the same time advantageously direct the excess into the Choya Channel.

3. It is true, as presumed by the Hon'ble the Lieutenant-Governor, under

As per letter from Secretary to Government, to Secretary, Sudder Board. (See published Reports on projected Canals in the Delhi territory.)

date 20th October 1841,* that Phúlád has been transferred to the Rájá of Patnála, but not so the right of putting in jeopardy the interests of Government by refusing to comply

with a requisition both just and reasonable.

4th. On the decision of Government on this point depends the necessity for the appointment of an Engineer Officer, as recommended by Mr. Vans Agnew; but

I would earnestly solicit the favorable consideration of superior authority to the proposed works as of the highest importance to the future prosperity of the Pergannah in question.

From J. Thornton, Esq., Secretary to Government, North Western Provinces, to the Secretary to the Sudder Board of Revenue, North Western Provinces, No. 1164, dated Agra, the 20th March 1845.

I AM directed to acknowledge the receipt of your letter No. 537, dated the 3rd December last, with its enclosures, respecting the inundation of the Ghaggar river, and in reply, to intimate that the Hon'ble the Lieutenant-Governor is not convinced that the undertaking proposed by Mr. Vans Agnew will be near so profitable as is supposed, and that His Honor has moreover no prospect at present of commanding the means necessary for the execution of the work.

2. The subject, however, will not be lost sight of; the Governor-General's Agent in the North Western Frontier is now engaged in collecting information regarding this stream. A copy of Mr. Vans Agnew's report will be forwarded to him, and he will be desired to take into his consideration the feasibility and expediency of the project.

3. The original enclosures of your letter are herewith returned, copies being retained for record.

ORDERED that with reference to his letter No. 315, dated 20th November 1844, a copy of the foregoing orders of Government be transmitted to the Commissioner of Dehli for his information, with docket No. 55.

From T. H. Thornton, Esq., Secretary to Government, Panjab, to the Officiating Commissioner and Superintendent, Hissar Division, No. 1009, dated 4th August 1873.

I am desired to acknowledge the receipt of your letter No. 58, dated 21st May 1873, submitting a report regarding the dispute between the British Patiala Zamindars as to the right of watering the lands of their villages from an old channel of the Ghaggar, said to be silted up owing to the clearance of its head having been prohibited by the Patiala authorities.

2. In reply, I have to express to you the Lieutenant-Governor's thanks for the very careful and complete manner in which the report has been submitted, and to forward herewith copy of a letter No. 2894, dated 16th July, from the Joint-Secretary, Irrigation Department, upon the subject.

3. From that letter it will be seen that Colonel Crofton differs from the conclusions at which you have arrived in regard to the 1st and 2nd heads of your enquiry, but he agrees in your views upon the 3rd, 4th, 5th and 6th questions. His Honor, I am desired to state, accepts generally the conclusions summarised in para. 15 of Colonel Crofton's letter, viz:—

(1).—That the bed of the Choya has silted not only close to the head, but for some distance along its course.

(2).—That no partial clearance near the head would be of any material benefit.

(3).—That no such general clearance as would be really useful has been made since the villages at the head of the Choya were transferred to Patiala.

(4).—That even if a general clearance were effected, the benefit would not last long without the aid of a dam across the main Ghaggar.

4. Whether measures should be taken for constructing a dam across the main Ghaggar with a view to improving the water-supply of the Choya channel or of the Rangoi cut, referred to in para. 55 of your letter and in para. 12 of Col. Crofton's letter, is a question the decision of which awaits the result of enquiries which have been called for by the Irrigation Department from the Financial Commissioner; but, so far as is at present known, it is doubtful whether the probable results will justify the necessary expenditure.

5. His Highness the Māharāja of Patialā will be addressed in regard to the matter referred to in para. 16 of Colonel Crofton's letter.

From T. H. Thornton, Esq., Secretary to Government, Panjab, to His Highness the Māharāja of Patialā.

WITH reference to correspondence ending with Mr. Griffin's letter to your Highness, dated 30th December last, on the subject of the clearance of the old Ghaggar channel, I am desired to intimate to your Highness that a full enquiry has been made upon the subject by Lieutenant-Colonel McMahon, Commissioner and Superintendent, Hissār Division, and the result of that enquiry goes to show that no general clearance of the Choya Nala has been regularly made by villagers in the British territory since the villages were transferred to the Government of Patialā.

Further, it is the opinion of Lieutenant-Colonel Crofton, Joint-Secretary in the Irrigation Department, that even if a general clearance were effected, the benefit would not last long without the aid of a dam across the main stream of the Ghaggar. Whether it may be desirable to construct a dam across that river is a matter for further consideration; but for the future to put an end to all disputes as to the fact of the channel of the Choya silting higher than it is at present, it is desirable to establish a permanent level across the bed of the main Ghaggar at the point where the Choya channel leaves the main channel.

As the point at which the permanent level would be erected is within the limits of your Highness's territory, I am to request your Highness's permission to its construction. Should your Highness agree, the Officers of the Irrigation Department will be instructed accordingly.

With reference to your Highness's complaint that numerous dams have been erected in the Kaithal territory, intercepting the water of the Surustī, in consequence of which numerous villagers in the Karnagarh Ilāka of your territory have been seriously injured, I am to state that separate enquiries will be made under the direction of the Financial Commissioner, and I am to request your Highness will cause one of your Ahlkars to attend at the investigation whenever called upon to do so by the Officer appointed to make enquiry.

From the Māharajah of Patialā, to the Secretary to Government, Panjab.

I beg to reply to your letter on the subject of the clearance of the Ghaggar channel, in which I am desired to say whether or not I accept the view of Colonel Crofton.

It appears from your letter that in the opinion of Colonel Crofton the point at issue is "whether the head of the old channel was ever cleared out since the villages bordering that portion of it were transferred to Patialā." And that Officer states that the transfer took place in 1842.

Colonel Crofton quotes a passage from a Settlement Report written before 1841, to the effect "that it is expedient to clear out the channel from time to time." This quotation does not show that the channel used certainly to be cleared out in its upper course within Patiála territory at the disputed spot. It may refer to lands bordering its lower course. Moreover, the passage quoted does not describe any past action, but merely states what should be done in future, whether what was considered expedient to be done, was done or not is not stated. But if advanced as a proof, the fact should be proved as having actually taken place.

Furthermore, as in Colonel Crofton's own opinion, the point at issue was whether or not the channel was cleared out after the transfer of the villages to Patiála, only occurrences subsequent to 1842, when the villages were for a second time transferred to Patiála, can be cited as proofs, not those previous to 1841, when the villages in question along with others in the Nairá Ilaka were in possession of the British Government.

The references made by Colonel Crofton to Captain Brown's reports of 1839-40 and Captain Baker's scheme of 1831, are irrelevant, for those reports merely prove the existence of the channel and the irrigation of lands therefrom. The point under discussion is not the existence or non-existence of the channel, but the clearance of it, and what is required is proof of the channel having been cleared out subsequently to 1842.

The oral evidence of zamindárs (interested parties) without documentary proof of clearance having been effected subsequently to 1842, according to Colonel Crofton's statement cannot be used as any argument. For, as these state positively that the channel was cleared out, my subjects on the other hand deny it as vehemently. There is no written proof and there is no reason for giving greater credit to the assertions of one class than to those of the other.

Colonel Crofton writes:—"It is clear that the villages along this old channel have a right to a share in the Ghaggar water, and as they cannot, at all events now obtain any without clearing out the head, it is only bare justice to them to allow the clearance even if it had never been done before." This passage itself shows that Colonel Crofton is not himself sure that the clearance was actually effected. As regards the justice of the proposal it will be discussed hereafter.

From the foregoing it is clear that Colonel Crofton's opinion is founded on presumptions, and the point at issue stated by him, viz., whether the channel was cleared out or not subsequently to 1842, has not been positively determined even in his opinion. This point then not having been ascertained, no conclusion can be drawn from it.

In this case the officers of the British Government can found their claim to clear out the channel on two grounds—

- 1st.—On the fact of the channel having been cleared out on previous occasions. This argument has been already discussed above.
- 2nd.—On the ground that the advantages derivable from the Ghaggar stream should not be monopolised by any particular class, but should be participated in generally. Colonel Crofton represents this view as one founded on justice. The reply to this argument is that the Sutsúti is as much a source of general good as the Ghaggar. But the British authorities of the Karnál District have erected numerous dams in the Káthál territory to intercept the waters of the Súsúti, in consequence of which numerous villages in Ilaka Karmgarh of my territory have been ruined. If the Government acting on this view of justice, and on the ground of the stream being a source of general good, should cause these dams to be demolished and permit my villages being irrigated from it, Colonel Crofton's view would be admissible as correct in the case of the Ghaggar.

It is also worthy of the consideration of the Government, that the channel of which the head is proposed to be cleared out, is not an artificial canal, but a natural branch of the Ghaggar, in which water flowed in abundance formerly, but of which the water supply has been now stopped owing to an alteration in the course of the river. As this channel has silted up from natural causes, another new channel has been formed by the operation of similar causes as mentioned in your letter.

It is also to be borne in mind, that sometime ago, at the instance of the Hissar authorities a rule was laid down by the Government, which is still in force, prohibiting the interception of the water supply from the Ghaggar by the erection of "Bands," and directing that the natural flow of the stream be not interfered with. The effect of the proposal under discussion is virtually similar to that of erection of dams, the object being to divert by artificial means (in the present case by excavation), the natural course of the stream.

Nevertheless, although there exist the foregoing substantial grounds to invalidate any right to clear out the channel, and to frustrate the views of Colonel Crofton, and notwithstanding the objections advanced steadily by the Officers of my Government, before competent authority, ever since the first discussion of the question; bearing in mind, as stated in your letter, that sixty British villages are deprived of irrigation, owing to which a loss of revenue to the amount Rs. 10,000 per annum is entailed on the Government, also that the British authorities have been anxious for the last twelve years to clear out the channel in question, I hereby agree entirely with the view of securing the satisfaction of the British Government, and considering that the water supply from a river ought to be generally utilized to the channel being cleared out, without heeding the injury which is anticipated to be caused to my own villages by the diversion of the water supply from them by means of clearing out the channel in question. Any concession on the British Government in favor of my villages bordering the Sursut river, which were formerly irrigated from it, but which have been utterly deprived of irrigation since the erection of dams in the Kaithal territory, and have been thereby greatly injured and subjected to great loss, representations regarding which have been frequently made to the British authorities, is left entirely to the sense of justice and liberality of the Government.

From W. M. Young, Esquire, Officiating Secretary to Financial Commissioner, Panjab, to the Officiating Secretary to Government, Panjab, No. 1086, dated Lahore, 9th September 1874.

I AM directed to forward, for the orders of Government, a report by the Commissioner of Hissar, No. 152, of the 21st ultimo, with report on bands in Choya enclosures, on the subject of the bands in the Choya Nala.

2. This report originated in a reference by the Deputy Commissioner of Sirsa, No. 111, of the 13th of June last, which was forwarded to you with this office No. 972, of the 17th ultimo. The object of the Deputy Commissioner's reference was the removal of the bands on the Choya Nala in the Hissar district.

3. The Choya Nala is a natural stream, and a branch of the Ghaggar, which it leaves at Phulsd, in the Patkula State. The mouth of the Choya is six feet above the mean level of the bed of the Ghaggar, and, except in the autumn floods, the Choya is dry.

4. In a previous report submitted by the Commissioner, No. 58, of the 21st May 1873, it was shown that no advantage would be gained by deepening the mouth of the Choya or lowering its bed for the first 29 miles of its course. To abolish the

bands near Fatehabád, as recommended by Mr. Wakefield in paragraphs 9 and 10 of his report, would have no effect on the supply of water from the Ghaggar to the Choya.

5. The most effectual remedy which could be applied to increase the supply of water to the Choya Nala, would be to dam the Ghaggar just below the bifurcation of the two streams, as proposed by Captain Baker in 1841. The next best remedy was carried out in 1865-66 by Major Fendall, then Deputy Commissioner of Hissár, who repaired, improved and re-aligned an old water-course called the Rangoi, which, from the sketch given in paragraph 8 of the Commissioner's report, would appear to form a new head from the Ghaggar to the Choya.

6. The Choya in the time of Firoz Sháh, A. D. 1351-1388, conveyed water to Sirsa, and thence onwards to its parent stream, the Ghaggar, which it re-joins. The Choya now no longer carries the same amount of water; for this the Commissioner assigns four reasons:—

1.—Natural causes.

2.—The extension of irrigation.

3.—The bands in the Ghaggar and its distributaries beyond the Hissár division.

4.—The absence of a band which the Patiála authorities say formerly existed in the Ghaggar a little below the mouth of the Choya.

7. The grievance of the Sirsa zemindárs on account of the short supply of water in the Choya is of 40 years standing, and it is remarkable, as Colonel McMahon observes, that rivers and streams have disappeared in the Hissár division. The extension of cultivation and the consequent absorption of the rain-fall partly account for this.

8. Even if the bands on the lower Choya were removed it is very doubtful whether the same quantity of water as formerly would reach the Sirsa district. The question is whether to increase the supply of water to the Sirsa district it is possible to remove these bands, and whether, if the bands can be removed, it is desirable to do so. The erection of new bands on the Choya has been prohibited, and the prohibition will, the Commissioner states, be enforced under Section 430 of the Indian Penal Code,—“mischiefs by causing diminution of the supply of water for agricultural purposes.” It is, however, of little use to stop the erection of new bands if the old and substantial ones are to remain, and these can only be removed by taking action under Part II of the Canal Act VIII of 1873,—“application of water for public purposes.”

9. Section 27 of the Limitation Act (IX of 1871) provides that when a water-course or the use of water has been peaceably and openly enjoyed for more than 20 years the right shall be absolute and indefeasible. Article 150 of schedule II of the Act allows suits in the name of the Secretary of State for India to be brought within 60 years, but it is doubtful whether Section 27 of the Act does not override article 150. The Commissioner holds that it does, because schedule II must be subject to the limitations contained in the body of the Act, and because Section 8, last clause but one, of the Canal Act allows claims against Government to be acquired under the Limitation Act, Part IV.

10. In the opinion of the Financial Commissioner Government cannot proceed to remove the old bands except under the Canal Act, Part II, and if action is taken under that law compensation must clearly be given for stoppage or diminution of supply of water to which a person is entitled under the Indian Limitation Act, Part IV. The compensation payable would consist of two items, of which one would be on account of the substitution of inferior for superior crops which would follow the diminution of the supply of water, and the other would be on account of the stoppage of water altogether to all or part of the 23,437 bighas of land inclusive of the area given in paragraph 2 of the Deputy Commissioner of Hissár's No. 290, of the 14th of August last, which are now irrigated by the Choya.

Considerations on which the advisability of removing the bands depends.

11. Under these circumstances it is questionable whether it would be advisable to apply Part II of the Canal Act for the removal of the band.

The advisability of the measure depends, as the Commissioner says, upon three considerations:—

I.—What amount of compensation would require to be paid if the bands are removed?

II.—Would the Sirsa zemindárs gain more than the Fatehabád zemindárs would lose?

III.—Can the waters of the lower Choya be utilized without bands.

12. The Financial Commissioner agrees with the Commissioner that a survey will be required before these questions can be answered, and that even when a survey is made the idiosyncracies of judges and assessors with regard to question I will remain unknown quantities.

Commissioner's suggestion regarding the Choya bands.

13. The Commissioner now suggests—

I.—That the erection of new bands be strictly prohibited.

This, the Financial Commissioner remarks, has always been the order, though it has been evaded.

II.—That bands 4, 5, 7, 8, 13 and 14 of the list given in paragraph 2 of the Deputy Commissioner of Hissár's No. 290, of the 14th of August, be demolished.

The Commissioner proposes to bring civil suits against the zemindárs if they refuse to demolish these bands, but the Financial Commissioner does not see how the Deputy Commissioner can institute civil suits in the manner proposed. He considers that the recent bands noted by the Commissioner should be demolished by order, and nothing more said.

III.—That the Deputy Commissioner Hissár, should be invited to get a code of rules agreed to regulating the time each band should be kept closed, and to appoint a panchayat to enforce the rules.

In this proposal the Financial Commissioner concurs.

14. The Mahārāja of Bikanir has complained regarding the failure of the supply of water from the Choya to his territory, and his complaint regarding the failure of water-supply from the Choya, were forwarded to Colonel McMahon for report with the Secretary to Government's No. 736, of the 27th of April last.

The bands to which the Mahārāja objects are the same bands regarding which the Sirsa zemindárs complain. From the Commissioner's report it seems that the Choya is merely a loop of the Ghaggar, which it re-joins long before the Ghaggar enters Bikanir territory. The objection of the Mahārāja appears therefore to the Financial Commissioner far-fetched, as the bands, of which he complains are not on the main Ghaggar. If the objections were allowed all use of the water of the Ghaggar and Choya might be objected to as diminishing the supply of water to the Bikanir territory.

15. Colonel McMahon has, the Financial Commissioner observes, given a very clear report on the subject of these bands in the Commissioner's suggestion recommended for adoption. Choya. The subject is one which has often been taken up, but it seems to gain new life with the accession of each new district officer. Colonel McMahon's conclusions are just and sound, and should, the Financial Commissioner thinks, be adopted.

16. The impropriety of Mr. Wakefield's conduct in endeavouring to surprise the Financial Commissioner into a hasty order in accordance with Mr. Wakefield's views and against those of the Commissioner has already been noticed. The correspondence on the subject was submitted to Government, and orders upon it were received with your No. 1478, of 5th current. The Financial Commissioner will not, therefore, notice it further.

17. In order to prevent the subject now under discussion from passing out of sight the Financial Commissioner proposes that a selection of the correspondence be printed.

From Lieutenant-Colonel C. A. McMahon, Officiating Commissioner and Superintendent, Hissár Division, to the Officiating Secretary to Financial Commissioner, Panjab, No. 152, dated Hissár, the 21st August 1874.

Bands in the Choya near Fatahábád in Hissár complained of by the Deputy Commissioner of Sirsa.

1. From Deputy Comr., Hissár, No. 290, dated 14th August 1874.
2. From Deputy Commissioner, Hissár, No. 298, dated 13th July 1867, and statement.
3. From Deputy Comr., Hissár, No. 313, dated 24th July 1867.
4. From Deputy Comr., Hissár, No. 319, dated 29th July 1867.
5. To Deputy Commissioner, Sirsa, No. 113, dated 31st July 1867.

correspondence noted in the margin,* and to offer the following remarks.

2. The Choya Nala is in its upper portion a natural stream, and is now probably very much in the condition it was in 60 or 70 years ago.† It is extremely serpentine in its course; whilst it is narrow and of no great depth. Its mouth, at its point of departure from the Ghaggar at Phulá in the Patialá State, is 6½ feet above the mean level of the bed of its parent stream.

A The accompaniments to which are herewith submitted,—Nos. I. to V.

When and whence the Choya receives its supply of water. 3. The Choya is ordinarily dry, but during the autumn floods receives a considerable supply of water from the Ghaggar. †

* † Mr. Hammer, in his report on the proposed storage works, remarks at paragraph 34 "it may be inferred**** that the capacity (although perhaps not the actual annual discharge) of the main stream, determined by Captain Baker, as well as that of the Choya, has remained practically unchanged up to the present day."

† Captain Baker estimated in 1841 the total supply received by the Choya from the Ghaggar at 622 million of cubic feet; but this estimate was based on calculations made during an unusually favorable year.

4. In my No. 58, of the 21st May 1873, to the address of the Secretary to

The results reported to Government in May 1873 regarding the upper Choya.

practical advantage would be gained by deepening the mouth or lowering the bed of the stream for the first 29 miles of its course.

5. The mean slope of the bed of Choya between its mouth and the bridge at

The mean slope of the bed of the Choya, and what the result would be were either the bed or the mouth of the Choya lowered.

bridge towards the Ghaggar; for the effect would be simply to reduce the slope of the bed to a dead level and retard the velocity of the stream. If, on the other hand, the mouth only of the Choya were lowered without also lowering the bed from the mouth down to the Dharsul bridge, the effect would simply be to temporarily form a pond of dead water that would speedily silt up again.

6. In view of this state of things I remark in passing that the remedy proposed

Shows why the remedy proposed by Mr. Wakefield, viz., the demolition of the bands, would have no effect on the supply of water poured into the Choya by the Ghaggar.

Choya. The bands may cause local silting in the Lower Choya, but they can have no effect on the supply of water furnished to the Choya by the Ghaggar, or on the velocity of the stream in the Upper Choya.

7. If the supply of water from the Ghaggar is to be increased other expedients

What the effect would be were Captain Baker's proposal of throwing a regulator across the Ghaggar adopted.

the first 18.3 miles to 9.72 miles, and, according to Captain Baker's calculation, would increase the slope from 4 to 8 inches in the mile.

What the effect has been of Major Fendall, Deputy Commissioner, Hissar's plan of repairing, improving and in part re-aligning the Rangoi.

The mean slope of the Rangoi.

10. This year Colonel Forster cleared out and repaired the Rangoi, and I am

The present condition of the Rangoi.

8. The next best remedy is that which has been actually carried out. In 1865-66 Major Fendall, then Deputy Commissioner of Hissar, repaired, improved and in part re-aligned an old water-course called the Rangoi. The following sketch will show at a glance the nature and character of the work.

9. The Rangoi suffers from the same defect as the Choya, namely, the mean slope of its bed nearly approaches to a dead level.

told by the zamindars interested in the success of the undertaking that this season the Rangoi brought down a considerable volume of water.

* For these figures I am indebted to Mr. Hammer.

† Since writing this I have heard that the Rangoi has again burst its banks, the water escaping back into the Ghaggar. I hope to visit the spot early in the approaching cold season to see how the weak point can be permanently strengthened.

11. The lower Choya appears to have been very much improved during the reign of Feroz Sháh, and to have been, in part at any rate, realigned. In those days the Choya seems to have conveyed water to Sirsa, and thence onwards to its parent stream, the Ghaggar. That it no longer does so is, I think, attributable to several causes, namely:—

1st.—Natural causes;

2ndly.—The extension of irrigation in the Fatehábád and Barwála Jaquas;

3rdly.—Bands in the Ghaggar and tributaries beyond the limits of this division; and

4thly.—The absence of a band which the Patiála authorities say formerly existed in the Ghaggar a little below the mouth of the Choya.

Commissioner's remarks confined to two of those causes.

12. I shall confine my remarks to the two first-mentioned causes.

13. The failure of the Choya to deliver water at Sirsa is by no means a recent grievance. I gather from printed correspondence which I read when writing my report on the upper Choya that as far back as 40 years ago the grievance was an old one, and even in those days complaints were made of the diminution of the water-supply of both the Ghaggar and the Choya.

14. Mr. Hammer, in his report on the proposed water storage works (paragraph 29), remarked as follows:—

“From the relative levels of these stream,” (*viz.*, the Ghaggar and the Choya) “and from the high water marks on trees and masonry structures it appears that the floods still attain occasionally the height observed 30 years ago, but the regularity of their former periodical appearance seems to have changed, inasmuch as an entire failure of the high floods is reported to have been of more frequent occurrence in latter years.”

The probable date of the diminution of the water-supply.

15. That the water-supply of the Ghaggar and Choya has sensibly diminished within the last 70 or 80 years is, I think, highly probable.

16. One of the most striking facts in the recent geological history of this division, and one which is intimately connected with some of its prominent physical features, is the disappearance of rivers. Wheeler, in his *Mahábhārata*, tells us how a river of considerable size which once flowed between Hissár and the Satlej, so late as in the days of the Aryans has since been blotted out of sight. If you will turn to the Surveyor-General's map of the Hissár, Dehli and Ambálá divisions (edition of 1868) you will find marked thereon no less than four streams between Sirsa and the Satlej, of which there now remains no trace except a slight depression of the surface of the country, in which it is said shells may be dug up in great abundance. Several towns in the deserts of Bikanér are popularly believed to have been founded on the banks of running streams.

17. To attempt to account for the disappearance of the river of which the Aryan bards sang it would be necessary to speak of the shrinking of Himalayan glaciers* and other matters foreign to the subject of this report; but it is relevant to the latter to inquire why the streams above alluded to, entered in the Surveyor-General's map, have disappeared, and why the supply of water in the Ghaggar and Choya has diminished.

* In Volume III., *Memoirs, Geological Survey of India*, pages 155-156, the presence of erratic blocks of granite deposited by glaciers as low as 3,000 feet above sea level at Dharmasála and other places in the Kangra valley is pointed out.

18. Several causes have probably contributed to the result which has been produced. It will be sufficient, however, to call attention to one, the cogency of which will, I should think, be readily admitted. I allude to the great extension of cultivation which has taken place under British rule. Where heavy rain falls on hard uncultivated land it does not readily sink into the soil, and a considerable quantity, proportional to the heaviness of the fall, runs along the surface and finds its way into depressions, and thence into neighbouring *nalas* and streams. Where, on the other hand, ground has been ploughed up rain readily sinks into the broken soil and its escape is prevented by the small ridges thrown up round each cultivated field.* In a well-cultivated and flat country most of the rain stops where it falls. Small feeders of *nalas* are ploughed up and filled in, and numerous small streams cease to yield their wonted supply of water. The extension of cultivation must, in the above way, lead to the shrinking of streams which depend for their supply of water on the rain-fall of the plains.

Shows in what way the great extension of cultivation under the British rule has contributed to diminish the water-supply of rivers and streams.

It will be sufficient, however, to call attention to one, the cogency of which will, I should think, be readily admitted. I allude to the great extension of cultivation which has taken place under British rule. Where heavy rain falls on hard uncultivated land it does not readily sink into the soil, and a considerable quantity, proportional to the heaviness of the fall, runs along the surface and finds its way into depressions, and thence into neighbouring *nalas* and streams. Where, on the other hand, ground has been ploughed up rain readily sinks into the broken soil and its escape is prevented by the small ridges thrown up round each cultivated field.* In a well-cultivated and flat country most of the rain stops where it falls. Small feeders of *nalas* are ploughed up and filled in, and numerous small streams cease to yield their wonted supply of water. The extension of cultivation must, in the above way, lead to the shrinking of streams which depend for their supply of water on the rain-fall of the plains.

19. I notice these facts because I think it highly probable that were all the

The construction of artificial works, and not the demolition of the bands complained of, would fulfil the expectations of the *Sirsa* zamindars.

bands of the lower Choya removed the expectations of the *Sirsa* zamindars would, to a considerable extent, be disappointed. Unless artificial works are constructed in addition to the removal of the bands, I shall be much surprised if the Choya ever again conveys to *Sirsa* a volume of water equal to that delivered by it in its palmy days.

With the foregoing remarks Commissioner proceeds to discuss the subject of Deputy Commissioner of *Sirsa's* letter.

20. With these general preliminary remarks, I proceed to discuss the subject mooted in the Deputy Commissioner of *Sirsa's* letter in detail.

Whether the bands can be removed, and whether it is desirable to remove them.

21. The questions for consideration are—whether the bands complained of by the Deputy Commissioner can be removed, and, if so, whether it is desirable to demolish them.

22. The erection of new bands has long since been stringently prohibited. Some 18 months or more back I pointed out to the Deputy Commissioner of *Hissar*, who up to that date had illegally fined persons on the revenue side for transgressing this rule, that Section 430, Indian Penal Code, armed him with ample powers to cope vigorously with the evil as magistrate of the district.

The power of the magistrate of the district under Section 430, Indian Penal Code, to stop the erection of new bands.

23. I think the case may fairly be brought under Section 430, Indian Penal Code, and, if so, the magistrate of the district has it in his power to effectually put a stop to the erection of new bands.

24. This section, however, does not meet the present case.

It would be of little practical use to get rid of some of the small bands if several old substantial ones are allowed to remain. But how can the latter be removed?

To remedy the evil complained of, old and substantial bands should be removed.

25. It would be of little practical use to get rid of some of the small bands if several old substantial ones are allowed to remain. But how can the latter be removed?

* When riding down the Choya the other day I noticed bands parallel to the Choya thrown up to prevent rain water from draining down from fields into the Choya. This is typical of what goes on over nearly the whole of the area that feeds the Choya and the Ghaggar.

The law bearing on the above subject.

26. In order to answer this question it is necessary to consider the law bearing on the subject.

27. I am afraid there

The object in view can be attained only by taking action under Part II of the Canal Act.

by prescription which are indefeasible.

is only one way of obtaining the object in view, and that is by taking action under Part II of the Canal Act. I do not think there would be any use instituting a civil suit for the removal of any of the more ancient bands; for I think the owners of those bands have acquired rights

28. Section 27 of the Limitation Act provides that where a water-course or the use of water has been peaceably and openly enjoyed by any person for more than 20 years, the right shall be absolute and indefeasible.

29. It may at first sight be supposed that an exception exists in favor of Government, and that Article 150 of Schedule II of the Act gives Government the right to sue in the name of the Secretary of State for India any time within 60 years. I do not think, however, that Article 150 is intended to over-ride Section 27 of the Act. On the contrary, I am of opinion that Schedule II must be held to be subject to the limitations contained in the body of the Act.

30. It would not, I think, be a sound interpretation of the Act to hold that 20 years is the period fixed for the acquisition of ownership by possession when Government is not a party to a suit, but that 60 years is the period when a suit is brought in the name of the Secretary of State for India. Government has the benefit of the extended period of 60 years in ordinary cases I admit, but I do not think it has in the special class of cases covered by Section 27 of the Act.

31. That the view of the law above propounded is the one contemplated by the legislature is, I think, borne out by a reference to Section 8, last clause but one of the Canal Act. This clause provides that "no right to any such supply of water as is referred to in clauses (e), (f), or (g) of Section 8 in respect of any work or channel not in use at the date of the notification shall be acquired as against the Government except by grant or under the Indian Limitation Act, 1871, Part IV;" that is to say, this clause contains an admission that a right to the use of water may be acquired against Government under the provisions of Section 27 of the Limitation Act. There is no allusion to an extended period of 30 years under Article 150 of Schedule II.

If the above view of the law be correct, a civil suit against the owners of the bands would not be successful.

32. If this view of the law be correct, it follows that a civil suit could not be brought against the owners of any of the more ancient bands to compel them to demolish those bands with any reasonable hope of success.

33. The owners of those bands have enjoyed their right for more than 20 years; they have enjoyed it openly; and, as their right was admitted by Major Fendall in 1865 and by Mr. Naesmyth in 1867, I think it would be difficult to show that the enjoyment was not peaceable.

34. I think it would be very difficult to prove satisfactorily, by oral evidence, that the principal bands entered in the Deputy Commissioner of Hissar's list are not of more than 20 years standing. The zamindars of the Sirsa district would doubtless come forward in a body to swear one way, and the zamindars of the Hissar district would to a man swear equally hard the other way. I found, when I visited the locality a few days ago, that respectable zamindars of villages not in any way interested in the Choya declared their conviction that the bands were ancient and had never been removed.

35. Then, again, any evidence that might be forthcoming to show that the bands had been occasionally broken through would be readily explained by the fact that the bands are opened year by year and the water passed on from one band to the next in succession. On this point see my remarks further on.

36. In the event of a suit a question *might perhaps* be raised, though I think it very improbable, whether a suit could be brought at all in the name of the Secretary of State for India. In English law in respect of Crown rights a broad distinction is drawn between navigable and unnavigable rivers; but I think it desirable to assume that Crown rights exist in India even in respect of such streams as the Choya. The preamble of the Canal Act asserts the right of Government "to use and control for public purposes all rivers and streams flowing in natural channels;" whilst Section 8 of Act I of 1868 provides that the recital contained in any Act shall be deemed to be *prima facie* evidence of the truth of the fact recited.

37. I think, if it is considered desirable to remove the bands, the proper course to adopt in the case of those which have been in use for 20 years and upwards will be to take action under Para II of the Canal Act; but this course would involve the payment of compensation, and the bill would, I am afraid, be a very heavy one.

38. The crops raised on lands irrigated by the Choya are rice and wheat. The land is productive, and the crops are very valuable.

39. If the bands are removed it will be impossible to raise wheat or rice in the areas entered in Deputy Commissioner of Hissar's paragraph 2. Compensation for this loss alone would constitute a heavy bill; but this would not, I think, be all Government would have to pay.

40. The areas entered in Deputy Commissioner of Hissar's paragraph 2 are those *directly* irrigated from the bands, but, in addition to the above a considerable extent of irrigated land is more or less affected by these bands. The actual irrigated area of course fluctuates from year to year, and depends on the supply of water in the Choya, but the following is, in the opinion of the Tahsil-dar, the average area irrigated from the Choya in the Fatehabad tahsil *in addition* to the land entered in the Deputy Commissioner's paragraph 2, namely:—

*Above the Aiálke Bridge.**

	Bigahs.
Aerwan	2,200
Aiálka	300
Razabád	30
Biswal	400
Zaffarábád	2,500
Bhirana	500
Bisla	40
Majra	200
Shaikupur	400
Fatehabád	2,864
Basti Bhima	500
Muhammadpur	500
Chundo	500
	<hr/> 10,934

Below the bridge and between the bands ... 700

41. What the fall of the bed of the lower Choya is, I do not know, but it is

The advantages resulting from the existence of bands in the Choya, and the disadvantages which would result from their removal.

probably less, and not greater, than that of the upper Choya, which is 1 in 10,000 feet. Now it will, I think, be sufficiently apparent, and will not require detailed explanation to show, that the effect of a solid band which at its point of contact with the stream raises the surface level of the

latter 3 or 4 feet must have the effect of raising the surface level of the water proportionately for a considerable distance up stream, and consequently water-courses at a considerable distance above the band will, so long as the band is retained, receive more water than they would do were the bands removed. The greater the head of water at the mouth of the water-course, the greater the initial velocity of the water entering it, and consequently, as the freshes of the Choya are of limited duration, the greater the total volume of water drawn off from that stream. Hence I think it may be safely concluded that the removal of the bands would not only prevent rice and wheat crops being raised in the areas entered in Deputy Commissioner of Hissár's paragraph 2, but would very seriously diminish the supply of water to some at least of the areas entered in my last paragraph. It would, I think, be impossible without a detailed survey to say exactly what extent of land would be injuriously affected by the removal of the bands, or to what extent this area would be injured—over what area I mean the cultivation of rice and wheat would become impossible, and over what area the yield per acre of rice and wheat would be diminished. That the area injuriously affected, however, would be great I do not doubt, and that the total bill for compensation would be heavy seems equally certain.

Whether it would be worth the while of Government to incur the heavy expenditure which an action under the Canal Act would entail.

42. The question which next arises is this—Is it worth the while of Government to incur the very heavy expenditure which would be entailed by taking action under Part II of the Canal Act?

Considerations on which the action of the above point depends.

43. The answer to this depends on the following considerations:—

1. What would be the amount of compensation Government would have to pay?

* The first band is below the Aiálke bridge.

2. Would the gain which would result to the Sirsa zamindárs be sufficient in excess of the loss which would accrue to the Fatehabád zamindárs by the removal of the bands ? and
3. Can the waters of the Lower Choya be profitably utilized without the use of bands ?

44. Questions 2 and 3 can best be answered by a Canal Officer. The Choya

To form an estimate of the gain of the Sirsa zamindárs resulting from the removal of Fatehabád bands a survey of the Choya and its adjoining lands in the Sirsa district would be necessary.

has been, & believe, surveyed down to Fatehabád in connection with the storage-of-water scheme. What the probable discharge at the point below Fatehabád, where the Choya enters the Sirsa district, would be in ordinary years were the Fatehabád bands removed, might perhaps be approximately calculated without any fresh observations on the spot during the rains. A survey, however,

of the Choya and its adjoining lands in the Sirsa district would probably be required before an estimate could be framed of the extent to which the Sirsa zamindárs would benefit by the removal of the Fatehabád bands.

45. It may be that the benefit which would result to the Sirsa zamindárs

The question of the benefit to the Sirsa zamindárs on the one hand, and the loss to the Fatehabád zamindárs on the other.

would be sufficiently great to justify the demolition of the bands and the expenditure of the money required for compensation ; but on the other hand, it might turn out that the loss to the Fatehabád zamindárs would be altogether out of proportion to the gain which would result to those of Sirsa.

Mr. Hammer's remarks regarding the area irrigated from, and the maximum discharge of, the Choya.

46. Mr. Hammer, in paragraph 55 of his report on the water-storage scheme, wrote as follows :—

"The area irrigated at present from the Choya Nadi in the Hissár and Sirsa districts is according to official returns as follows :—

Hissár district	...	11,590 acres.*
Sirsa district	...	4,072

"Taking the total maximum discharge of the Choya at 622 million cubic feet as observed by Captain Baker."

[This it must be remembered is the total amount entering the mouth of the Choya during the whole season.] "The consumption per acre inclusive of loss by evaporation and other causes is 39,073 cubic feet, equalling a rain-fall of 10.68 inches for the whole area at present assessed at irrigated rates."

* * * * *

"This quantity would, however, be only available in exceptionally favorable seasons similar to the one in which Captain Baker registered the floods of the river."

* This is apparently the area assessed at settlement. These figures are under the estimate of present irrigated area framed by the Tahsildár—vide my paragraph 40. According to the latter, the area irrigated by the Choya in the Fatehabád tahsil alone is 5,886 bigahs, or 9,926 acres. To this must be added the area irrigated in the Barwáls tahsil. The Choya traverses the latter tahsil for about 14 miles as the crow flies.

† Mr. Hammer does not seem to have taken into consideration the land irrigated from the Choya in the Patiala State between Phulad and the boundary of the Hissár district, a distance of about 5 miles as the crow flies ; nor on the other hand, to have estimated the amount of water the Rangoi would discharge if it were in working order.

47. Now the bands complained of by the Deputy Commissioner of Sirsa, as

The bands complained of by the Deputy Commissioner of Sirsa being at the tail end of the Choya, by their removal sufficient water would not be left in the Nala to be of much use to the Hissár zamindárs, stream without bands to will be seen from the tracing he has furnished, are at the tail end of the Choya, in the Hissár district. It seems to me therefore doubtful whether, after the water absorbed by irrigation during the course of the Choya for about 50 miles above the bands is deducted from the total supply of ordinary years, sufficient would remain to be of much use, to the Hissár zamindárs at the tail end of the

raise the level of the water.

48. A few days ago, as I wished to see the Lower Choya during the rains, I

Inspection of the bands by Commissioner.

rode up the stream from the border of the Sirsa district to the Aialke bridge, on the Rattia and Fatehabád road, and saw all the bands.

49. This section of the Choya, about 14 miles in length, consists of a gentle

What Commissioner saw of the Choya.

depression which, but for the comparative luxuriance of grass in it, would be often undistinguishable from the adjoining jangle. For some 3 miles or so from the Sirsa border, with the exception of an occasional small and shallow pool, I found no water in the Choya. The actual stream, for about 2 or 3 miles above the last band, is a shallow little ditch about 2 feet wide and as many inches deep, thinly fringed with grass.

50. As I proceeded up stream the Choya became more thickly clothed with

Further account of the Choya upstream.

rank grass, the bed gradually became more swampy, and the central stream more decided. Above the first band, (No. 14 of Deputy Commissioner's list), about half a mile or a mile from the Aialke bridge, the central stream had swelled to a width of two yards, but it was not more than knee deep.

Nature of the Hijraon Khurd and Hijraon Kalán bands.

51. I found nearly all the Hijraon Khurd bands in fact, but all those of Hijraon Kalán had openings in the centre of them, through which the water in the stream could freely pass.

52. I understand that the practice is for each band to be closed in succession

The practice of closing and opening the bands in succession.

for a certain time when water comes down the stream, after which it is opened and the water passed on to the band below.

53. Three or four of the bands are solid substantial ones, but others (some

Commissioner's opinion of the bands.

had been completely washed away), are very petty affairs. No. 2 of Deputy Commissioner of Hissár's list, for instance, being a thin "dol" or ridge of earth thrown across the bed of the Choya to collect a little water for drinking purposes.

Professional survey and report should be made before any action is taken to remove the bands.

54. In conclusion I recommend that if Government should contemplate the demolition of the bands, that a professional survey and report should be made before any action be taken.

55. In the absence of the information on certain points indicated above, which

According to existing information, Commissioner is of opinion that the best thing to be done is to let matters rest much as they are.

a professional survey and report would supply, my opinion is only a provisional one. According to my present lights, however, I am disposed to think, that the best thing Government can do is to let matters rest very much as they are.

56. The removal of the bands would injure cultivation in the Choya villages of the Fatehabád taluk to a serious extent. The loss to the zemindárs of many villages would be very serious, whilst I doubt whether the consequent gain to the Sirsa zemindárs would be at all in proportion to the loss those of Fatehabád would sustain.

57. The removal of the bands would entail on Government a great expenditure, the full extent of which it would be difficult to calculate before hand. The area affected might be determined by a detailed professional survey, but the idiosyncracies of judges and assessors are unknown quantities.

Nature of Commissioner's recommendations.

58. All that I am at present prepared to recommend is—

I.—That the erection of new bands in future be rigidly prohibited, and the infringement of the rule be punished criminally by the Magistrate of the district ;

II.—that bands 4, 5, 7, 8, 13 and 14 of Deputy Commissioner of Hissar's list be demolished, that is to say, the owners should be requested to remove them, and if they refuse, Deputy Commissioner should file a civil suit ; and,

III.—Deputy Commissioner might be instructed to arrange with the parties interested a code of rules regulating the time each band is to be kept closed in succession ; a punchayat of leading notables being appointed to enforce those rules on the spot.

59. A complaint, similar to that advanced by the Deputy Commissioner of Bikanér, similar to that advanced by the Deputy Commissioner, Sirsa, Sirsa, was made to Government by the Maharaja of Bikanér, and the Maharaja's kharita was forwarded to me for report by the Secretary to Government under cover of His No. 736 dated the 27th April last.

60. As the Maharaja did not specify any particular bands, I required the Bikanér Wakil to point out to the Deputy Commissioner of Hissar, in detail, what bands the Maharaja objected to, and it now appears that they are the very bands complained of by the Deputy Commissioner of Sirsa.

61. As it seems unnecessary for me to write two reports on precisely the same subject, one to the Financial Commissioner and one to the Secretary to Government, I shall feel obliged by the Financial Commissioner passing on this report to Government with any remarks and suggestions he may wish to offer on the subject discussed in it.

62. With reference to the Maharaja of Bikanér's communication, I remark that the Choya leaves the Ghaggar in the Patiaia territory, and if its waters were not all absorbed for irrigation in transit, the Choya would again fall into the Ghaggar in the Sirsa district. The Choya does not approach Bikanér in any portion of its course. Under these circumstances the Maharaja of Bikanér has only a remote and indirect interest in the Choya ; and I think it would be an inconvenient precedent to admit his right to object to the Fatehabád bands.

From Lieutenant-Colonel T. F. Forster, Deputy Commissioner, Hissár, to the Officiating Commissioner and Superintendent, Hissár Division, No. 290, dated 14th August 1874.

In compliance with the request contained in your letter No. 160 of the 15th ultimo, in connection with copy of Deputy Commissioner of Sirsa's No. 111, dated 13th idem, and original enclosures, herewith returned as desired, I have the honor to submit the report called for.

2. The subjoined is a statement of the 12 bands on the "Choya," regarding which complaint has been made.

No.	Name of band and village.	When erected.	Area irrigated.
<i>Villages of Hijraon Khurd</i>			
1	Odanwála ...	40 years ago	21 bigahs.
2	Alawála ...	8 ditto	No irrigation.
3	Sangwála ...	20 ditto	21 bigahs.
4	Pittiwála ...	7 ditto	4 ditto
5	Ditto ...	ditto	9 ditto
6	Ahli Janwála ...	22 ditto	200 ditto
7	Ahli Dorwála ...	7 ditto	5 ditto
8	Ditto ...	ditto	No irrigation.
<i>Villages of Hijraon Kalán</i>			
9	Dhakwála ...	14 years ago	1,200 bigahs.
10	Nurkawála ...	100 ditto	500 ditto
11	Chenkotiawála ...	50 ditto	2,000 ditto
12	Near the Paggi Laddu ...	40 ditto	1,500 ditto
13	Kundhanawála ...	10 ditto	21 ditto
14	Ditto ...	10 ditto	22 ditto

3. The extent of land noted above as under irrigation is not always the same, but fluctuates with the quantity of water that flows down this channel during the monsoons.

4. Band No. 1 is 5 feet high from the bed of the stream, and is the highest; the others vary in height from 2 feet, which is the lowest.

5. It would appear from the vernacular records of this office, embracing enquiries made some years ago, that the erection of bands on this stream has been repeatedly prohibited for many years past.

6. I likewise find that on one occasion, in 1865, several persons were fined by Colonel Fendall, the then Deputy Commissioner of Hissar, for this offence, but subsequently that officer remitted the fines imposed, and allowed existing lands to stand, having ascertained that they had been in existence for a very long period.

7. I presume it was on this ground alone that your predecessor, Mr. Naesmyth, consented to the retention of the bands alluded to in 1867, considering that the villages had in a measure a prescriptive right thereto from long usage, and that it would be impolitic to disturb them.

8. There can be no question that the construction of these dams was injurious and unfair *ab initio*, and in no sense can it be said that the Sirsa people tacitly consented to their continuance, as they repeatedly remonstrated against its injustice, and did all they could to have it remedied by constant representations to their own District Authorities.

9. In addition to the evidence of Pir Nabi Baksh, Inspector of Police, recorded by Mr. Wakefield, I also gather from a statement obtained from Ahmad Nabi Khan, who was Naib Tahsildar and Tahsildar of Fatehabad from 1843 to 1853, that there were constant disputes about the erection of bands on the "Choya" at that time, and that they were strictly prohibited, but that the order was even then evaded on the sly.

10. The existing bands covered by Mr. Naesmyth's order are, Nos. 1, 3, 6, 9, 10 and 11; and are of more or less remote date; in addition to which there were two others allowed which have since been demolished, namely, Lalawala No. 1 in the list submitted with my docket No. 298, dated 13th July 1867, and Bakkiwala, or Paggiwala No. 4 of the same list, both of which had been erected by the villagers of Hiraok Khurd.

11. With the exception of No. 12, said to have been raised 40 years ago, but which I doubt, as it is not on the list of 1867, and those noted in the preceding paragraph, I think all the rest have undoubtedly been erected since that year contrary to orders. By comparing the list of bands of that year with the one now furnished, a remarkable discrepancy will be noticed as to the alleged period of their erection.

12. The enquiries now made show that the period then stated was grossly exaggerated in many instances; the parties consulted having from interested motives misrepresented the matter. I consider the terms now recorded are much more reliable and correct, and better accord with the vernacular list prepared in 1865, when, as in 1867, only 8 bands were in existence, the oldest of which had been erected 25 years previously, and of the others, 1 was 5 years old, and all the others, 1 and 2 years old at that time.

13. The removal of only a few bands will do but little good to be of any practical use; all the obstructions should be destroyed. But however essential and advantageous it may be for the interests of the Sirsa district that this be done, I do not see how it can be legally effected after so long an interval by a mere *ex cathedra* order, except in those instances where the bands are of recent origin, and have been raised since the prohibitory orders of 1867.

14. With reference to the general question of bands, I consider their erection altogether wrong in principle, and I have no hesitation in affirming that, as a rule, no artificial obstructions should be permitted to interfere with the natural flow of a public stream.

15. Amongst others, the plea alleged, that because certain villages in this district subscribed to dig the Rangoi channel (*vide accompanying map*), which you will observe branches off from the Ghaggar a little lower down at Talwara, and falling into the Choya at Kallandargarh, swells that stream, that therefore they have a right to utilize it in any manner they like, is altogether untenable. No doubt, as far as the Rangoi itself is concerned, the subscribers can act as they please with the consent of the other shareholders of that channel, but after its union with the Choya they have clearly no right to divert the water for their own profit.

16. Nor do I see any force in the argument said to be advanced by the villagers of Hijraon Kalān and Hijraon Khurd that, if these bands were removed, an unduly large portion of water would find its way to Sirsa, and their villages being on higher ground would be thus denuded of a proper share.

17. Such of course is the result to be naturally expected from the gradient of slope in all streams, whether perennial or temporary, and offers no valid excuse to the villages situated higher up to intercept the water for their own special benefit.

18. The villages in both districts must be content to enjoy the advantages, and put up with the disadvantages of their relative positions along the channel. It should likewise be borne in mind that those in this district being much closer to the source get the first supply of water. Should the quantity sent down by the monsoon floods be small, they monopolize the whole, as the channel at low water goes no further than Fattēhābad, and sometimes not even so far. It is obvious, therefore, that, if in addition to this benefit these villages are also permitted to dam the stream at various points, they completely cut off any chance of supply from the less fortunately situated villages at the tail.

19. Indirectly also the construction of bands is injurious, as there is no doubt that they contribute to the gradual silting up of the stream, a result which has to a certain extent actually taken place already, and which will hereafter increase to the serious detriment of irrigation.

20. Referring to your docket No. 106, dated 2nd May last, and copy of Panjab Government No. 736, dated 27th April, and its annexure in continuation of your letter under acknowledgment, I beg to state that the bands referred to therein, regarding the erection of which complaint is made by the Māharāja of Bikanér, are identically the same.

21. From the sketch map submitted it will be seen that the Choya, after traversing portion of the Hissār and Sirsa districts, again unites with the Ghaggar at Gudrawali in that district. Nowhere does this branch of the Ghaggar cross the Bikanér ilāqā, although the main stream does so further on. That State, therefore, is only indirectly affected by the diminution caused in the supply of water intercepted by the bands on the Choya, and which it is alleged would otherwise flow into the Ghaggar and augment that stream.

22. In point of fact, however, owing to the partial silting of the Choya, even if the bands in this district were removed, the water in this channel would only rarely in times of high flood reach the Sirsa district, where it would most probably be used up for purposes of irrigation long before it could re-unite with the Ghaggar to benefit Bikanér.

23. But be that as it may, even if the removal of the bands here is not likely to do the Bikanér State any substantial good, at least all existing cause of dissatisfaction will have been removed. In the adjustment, therefore, of this matter I consider the rights and interests of that territory also require to be carefully considered in conjunction with Sirsa.

From Major T. F. Forster, Officiating Deputy Commissioner, Hissār, to the Commissioner and Superintendent, Hissār Division, No. 298, dated 13th July 1867.

With reference to his No. 239, dated 26th ultimo, has the honor to submit a tabular statement, showing the number of bands now in existence on the Choya nala, and when and under what circumstances each was formed, and the objections to their removal.

Statement showing the number of Bands in existence on the Choya Nala, their locality, and when they were formed in the Hissar District.

No.	Names of villages through which it passes.	No. of Bands in existence.	Description and locality of the Bands.	When formed.	Remarks by Deputy Commissioner.
<i>Tahsil Barnala.</i>					
1	Rasulpur.	1	Konalwāla.	About 40 years ago.	This band was built to secure a better supply of water, as the lands ^{was} high and the fields could not be properly irrigated. The lands attached to 4 villages are watered by this arrangement, and should the bands be removed the crops would suffer.
2	Barsūl Kalān.	1	Kuiwāla.	About 35 years ago.	In this village also the band was built for a similar reason. As the land is high, if the band be prohibited, many of the fields could not be properly irrigated, and the crops would suffer accordingly.
3	Mai Mudh.	1	Khandwāla.	50 years ago.	Ditto
4	Dhera.	1	Rasteywāla.	40 years ago.	The lands of 3 villages are irrigated by the erection of this band, and they would suffer by its removal, as the surrounding lands are high. Recently a small cut has been dug from the "Rangol" by which means also certain fields are watered.
5	Hindalāla.	2	Khandwāla. Guddawāla.	20 years ago. 6 years ago.	These bands are also reported to have been erected to facilitate irrigation. If removed, the crops would suffer, as there are no other means of watering the field.
6	Chaharpur.	1	Khurewāla.	6 years ago.	Built by zamindārs; but was only allowed to remain for one year, and was removed by order of the District Authority. Marks still remain. If there is an overflow of the nala, the neighbouring fields can be irrigated by this means, but not otherwise.
7	Nurali.	1	Nuralwāla.	35 years ago.	This was formerly a village in the Patāla Territory. The band which is an old one was erected by Jats for the irrigation of the lands of 4 neighbouring villages. Although prohibitory orders have from time to time been issued, yet the band has been built up on the sly, as there is no other method of supplying the high surrounding fields with an adequate quantity of water.

Tahsil Fatehabad.

It appears that all the bands on the nalla in this Tahsil are very ancient, and are reported to have been erected to arrest the water for purposes of local irrigation, without which device the stream would flow onwards to the Sirsa district. The water thus stopped is turned off into different smaller channels cut in various directions along the neighbouring fields.

These bands were built by permission of the father of Nawáb Amir Muhammad, a "Rais" of Fatehabad, and have been maintained ever since. If these bands be removed, it would interfere seriously with the proper irrigation of extensive lands.

GENERAL REMARKS.

It will be seen that with the exception of Gaddawála and Khureyvála in the Barwála tahsil where the bands date 2 years back, all the rest of the bands are old, and those in the Fatehabad tahsil are very ancient. It would not, therefore, in my opinion, be expedient to interfere with a right, however questionable in the abstract, which has been sanctioned by such long established usage. The practice, however, should be discouraged, and the erection of new bands should be strictly prohibited in future.

HISAR:

The 13th July 1867.

(Sd.) T. W. FORSTER,

Offg. Deputy Commissioner.

1	Hijraon Kalán.	3	1 Junkotiawála. About 100 or 125 years ago.
			2 Balliwála. About 150 years ago.
			3 Medowála. About 200 years ago.
2	Hijraon Kúrd.	5	1 Lalawála. About 200 years ago.
			2 Aljwála. About 100 years ago.
			3 Saáderwála. About 100 years ago.
			4 Bhekeywála. About 200 years ago.
			5 Oadawála.

From Major T. F. Forster, Officiating Deputy Commissioner, Hissár, to the Commissioner and Superintendent, Hissár Division, No. 313, dated 24th July 1867.

WITH reference to the remarks contained in your letter No. 262 of the 17th instant, calling for a further report on the subject of the Choya nala, I now beg to supply the information required.

2. It would appear from the statement of the Tahsildár of Fatehabád that he is unable to discover from the papers available at the talisil, whether the bands alluded to were removed in 1855, A. D., or not. In 1865 the removal of the bands was directed by my predecessor, Major Fendall, but on further inquiry and reconsideration of the matter that order was cancelled on the grounds that these dams were ancient and should not therefore be disturbed.

3. From the supplementary report submitted by the Tahsildár of Barwála, I gather that the erection of all bands in his pergunnah, whether new or old, have always been interdicted. It appears, however, that this order has been evaded, and that notwithstanding the prohibition bands have been secretly erected for irrigation purposes. Orders have also been issued from time to time for the removal of these obstructions, and occasionally parties have been punished for infringing established rules. At present all the bands in his jurisdiction are removed, although the marks, where they have existed, are still visible, but the Tahsildar observes that if the prohibitory order is strictly enforced, the "sotar" lands will suffer for want of proper irrigation, except when there is an exceptional and casual overflow of the canal during the rains, and which would thus preclude the cultivation of any but "barápi" crops.

4. As it is clear that the Barwála bands have been built in spite of repeated prohibitions, and that at present none are standing, I am of opinion that there appears to be no sufficient reason assigned for their re-establishment. It is quite true that the crops of some people may suffer, but no parties have a right to such exclusive privileges, and it is obvious, if all were to do so, the water-supply would be cut off from its source.

From Major T. F. Forester, Officiating Deputy Commissioner, Hissár, to the Commissioner and Superintendent, Hissár Division, No. 319, dated 29th July 1874.

BEGS to state in reply to his docket No. 278 of the 26th current, that, as already stated in the remarks recorded in the statement which has been submitted to him, the Deputy Commissioner does not think it is expedient to interfere with the existing bands in the Fatehabád pergunnah. Whether these bands have really been in existence for such very lengthened periods seems, *prima facie*, a questionable matter; but there is no doubt, from information gained from the "oldest inhabitants" of the locality, that the bands have been erected a great many years ago; it would, therefore, be a hardship if they were now disallowed. On no account, however, should the erection of any other bands be permitted.

From J. Naesmyth, Esquire, Commissioner and Superintendent, Hissár Division, to the Deputy Commissioner of Sisa, No. 113, dated 31st July 1867.

REFERRING to your letter No. 55, dated 18th March last, I beg to state that it has been now definitely arranged that bands are not henceforth to be constructed on the "Choya nala." Those existing in the Fatehabád pergunnah are, it is ascertained, of very long standing, and their prompt removal would be impolitic and unjust. Those in the Barwála pergunnah of Hissár, which are of more recent construction, and which appear to have fallen into disrepair, will not be renewed.

2. This will, I trust, to some extent, at least, remedy the evil complained of by the Sirsa zamindars. It is to be regretted that the matter has been so imperfectly attended to of late years by the District Authorities; it is one of considerable importance and must not again be lost sight of.

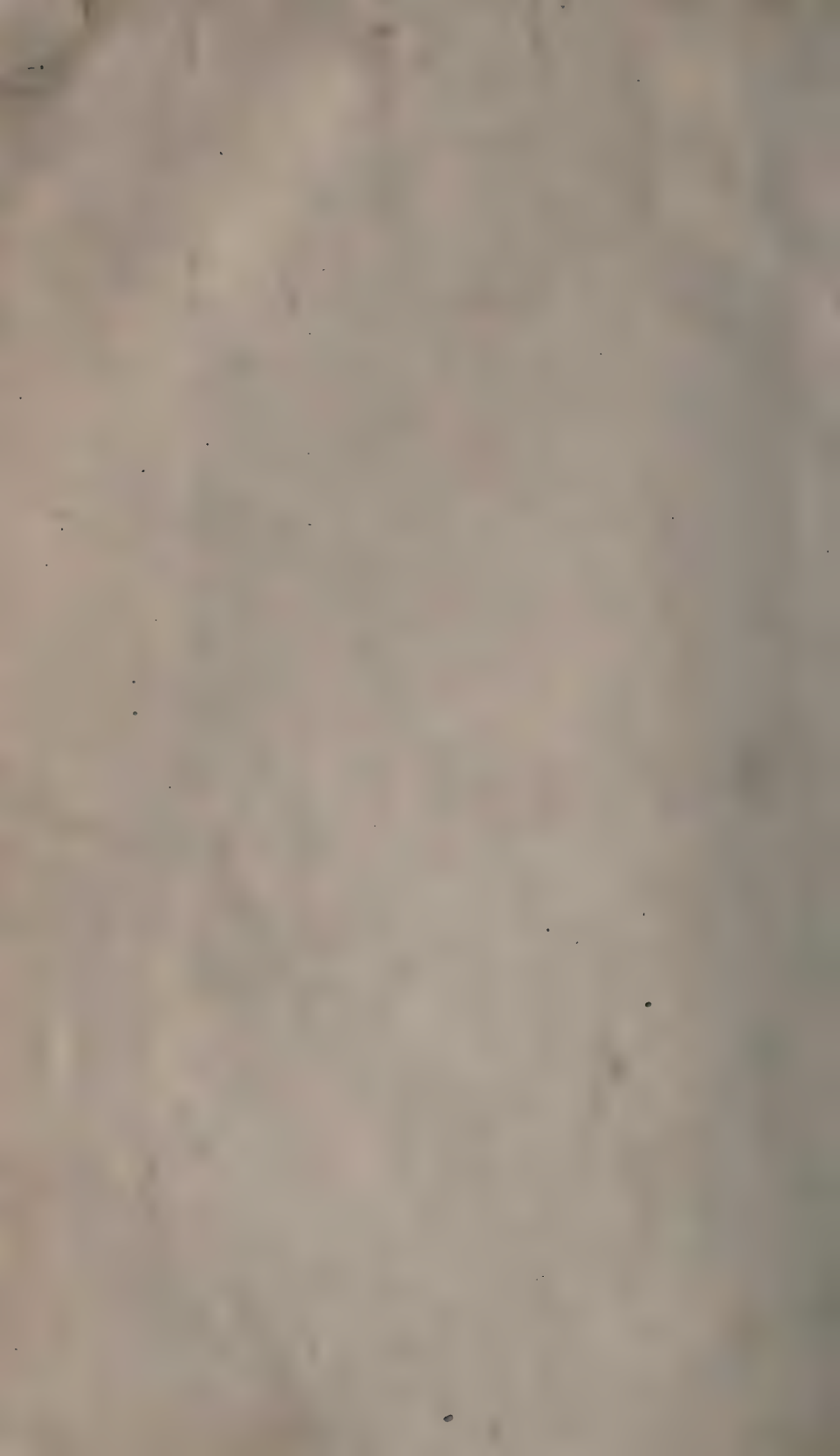
From C. M. Rivaz, Esquire, Officiating Under-Secretary to Government, Panjab, to the Officiating Secretary to Financial Commissioner, Panjab, No. 1731½ dated Lahore, 8th October 1874.

I AM directed to return the enclosures to your letter No. 1086, dated the 9th instant, regarding the dams on the Choya stream in the Hissar district.

2. The report of the Commissioner of Hissar contains a clear and comprehensive account of the case in all its bearings, and in Colonel McMahon's conclusions and his suggestions for the future treatment of the questions which have been raised the Lieutenant-Governor concurs, with the modification proposed by the Financial Commissioner in the 13th paragraph of your letter under reply.

3. In regard too to the claim of the Bikaner State His Honor agrees in the views expressed in the concluding paragraph of Colonel McMahon's report.

4. A selection of this correspondence may be printed, as suggested by the Financial Commissioner.



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